



SHIRE OF WILLIAMS MINUTES

ORDINARY COUNCIL MEETING
WEDNESDAY 17 AUGUST 2022



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SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2017-2032

ECONOMIC

To support industry and business development through the development of sustainable infrastructure and investment opportunities.

ED1. Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.

ED2. To have appropriate levels of housing to cater for population retention and growth.

SOCIAL AND CULTURAL

To be a safe and welcoming community where everyone is valued and has the opportunity to contribute and belong.

SCD1. To provide community infrastructure and facilities that meet the needs of the population.

SCD2. To support a safe and healthy community with a strong sense of community pride.

SCD3. To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural environment is valued, respected, promoted and celebrated.

LAND USE & ENVIRONMENT

To have a balanced respect for our natural assets and built environment, retaining our lifestyle values and community split.

LUE1. To enhance, promote, rehabilitate and leverage the natural environment so it continues to be an asset to the community.

LUE2. Natural assets and public open spaces are accessible, well utilised and managed.
LUE3. Recognising and implementing sustainability measures.

LUE4. To have safe and well maintained transport network that supports local economy.

CIVIC LEADERSHIP

Strong civic leadership representing the whole of the Shire which engages in effective partnerships and reflects the aspirations of an engaged community.

CL1. The Shire is efficient in its operations, actively listens to the community and anticipates and responds to the community needs.

CL2. The revenue needs of the Shire are managed in an equitable, proactive and sustainable manner.

CL3. Effective collaboration and shared services with other relevant Local, State and Federal Government agencies, industry and community organisations.

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AGENDA

1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member, President Jarrad Logie, declared the Meeting open at 4.02pm.

2.0 Record of Attendance / Apologies / Leave of Absence

Elected Members

- Cr Jarrad Logie - President
- Cr Natalie Major - Deputy President
- Cr Moya Carne
- Cr Simon Harding
- Cr Tracey Price
- Cr Bernie Panizza
- Cr Christine Cowcher
- Cr John Macnamara

Staff

- Geoff McKeown - Chief Executive Officer
- Manuela Lenehan - Minute Taker

- Visitors – Nil
- Apologies - Cr Bob Baker
- Leave of Absence – Nil

3.0 Public Question Time

Nil

4.0 Petitions / Deputations / Presentations

Nil

5.0 Declarations of Interest

DECLARATION OF INTEREST	
Name / Position	Cr Jarrad Logie, President
Item No. / Subject	8.2.2 Proposed Local Development Plan – Lot 889 Albany Hwy, Williams
Type of Interest	Proximity Interest

6.0 Confirmation of Minutes of Previous Meetings

6.1 Ordinary Council Meeting Held 20 July 2022

Officer's Recommendation

That the Minutes of the Ordinary Council Meeting held 20 July 2022, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Carne/Price

That the Minutes of the Ordinary Council Meeting held 20 July 2022, as previously circulated, be confirmed as a true and accurate record.

**Carried 8/0
Resolution 15/23**

7.0 Announcements by Presiding Member Without Discussion

Nil

8.0 Matters Which Require Decisions

8.1 Corporate and Community Services

8.1.1 Payment Listing

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Alan Lamb 2 August 2022
Attachments	Payment listing for month ending 31 July 2022

Background

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shires municipal or trust account. In exercising their authority, and in accordance with the Local Government (Financial Management) Regulation, it is a requirement to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to Council in the following month.

Statutory Implications

Regulation 13 of the *Local Government (Financial Management) Regulations 1995* states:

13. Payments from municipal fund or trust fund by CEO, CEO’s duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee’s name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.

Comment

The list of accounts for payment is a separate attachment to this agenda.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

Officer’s Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104937 – 104939 totalling \$663,999.23 approved by the Chief Executive Officer during the month of July 2022 be endorsed.

Council Resolution

Panizza/Cowcher

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104937 – 104939 totalling \$663,999.23 approved by the Chief Executive Officer during the month of July 2022 be endorsed.

**Carried 8/0
Resolution 16/23**

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 July 2022

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
06/07/2022	BUILDING AND ENERGY	BSL collection - June 2022	\$ 226.60
06/07/2022	KARHU, CHLOE	Reimburse Pre-employment Medical (Childcare)	\$ 126.00
06/07/2022	LENEHAN, J	Reimbursement Protective Clothing (Works)	\$ 178.80
06/07/2022	TOLL TRANSPORT PTY LTD	Freight ex Westrac (CAT Grader)	\$ 24.20
06/07/2022	WA BLUOMETAL	12498 - Washed Aggregate (Clayton Rd)	\$ 13,585.22
07/07/2022	WA SUPER	Superannuation - June 2022	\$ 33,437.77
13/07/2022	FDC EDUCATORS	FDC Educators PE 10/07/2022	\$ 14,924.83
14/07/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 13/7/2022	\$ 48,930.63
21/07/2022	AAA ASPHALT SURFACES	12753 - Coldmix (Rural Roads)	\$ 2,178.00
21/07/2022	AIR RESPONSE	12713 - Service Air Conditioners x3 (Childcare Centre)	\$ 274.51
21/07/2022	APRA LTD	Annual Music Licence 2022/23	\$ 350.00
21/07/2022	ASHLEY BLYTH TREE LOPPING	12764 - Tree Lopping (Art & Craft Centre)	\$ 275.00
21/07/2022	AVON WASTE	11015 - Monthly Refuse Charges June 2022	\$ 10,739.22
21/07/2022	BOC Ltd	12091 - June 2022 Container Service Fee & Gas	\$ 142.64
21/07/2022	BODDINGTON MEDICAL CENTRE	Support Doctor's Visit to Williams, 2nd Qtr 2022	\$ 2,810.00
21/07/2022	BP TRUST	Monthly Fuel Account June 2022	\$ 222.21
21/07/2022	CHATTERBOX CAFE & GALLERY	12649 - Refreshments (June Council Meeting)	\$ 117.00
21/07/2022	CITY OF KALAMUNDA	Building Surveyor Wages (June 2022)	\$ 550.80
21/07/2022	CJD EQUIPMENT PTY LTD.	12683 - Parts (Volvo Excavator)	\$ 1,882.06
21/07/2022	DIAMOND LOCK & SECURITY	12714, 12715 - Locks & Keys (Various)	\$ 315.40
21/07/2022	DUFF ELECTRICAL CONTRACTING	12451, 12716, 12707, 12549, 12711, 12705, 12544 - Various Elect. Works	\$ 1,296.80
21/07/2022	EXTERIA	12609 - Shelter (Town Hall Park)	\$ 18,007.00
21/07/2022	FUEL DISTRIBUTORS OF WA PTY LTD	12756 - Lithplex Grease (Various)	\$ 632.72
21/07/2022	GREAT SOUTHERN FUELS	12755 - Bulk Fuel	\$ 17,734.05
21/07/2022	HARMONY SOFTWARE	Educators' Software Fees, Month of June 2022	\$ 244.40
21/07/2022	INTELLIFE GROUP LTD	12588 - Tree Trimming (Rural Roads)	\$ 71,731.00
21/07/2022	JLT	Insurance - Marine Cargo 2022/23	\$ 693.00
21/07/2022	LOCAL GOVERNMENT WORKS ASSOCIATION OF WA	12754 - LG Works Association 1 Year Membership (A Wood)	\$ 100.00
21/07/2022	M & M CONTRACTORS	12500 - 2 Loads of Sand (Various)	\$ 550.00
21/07/2022	McINTOSH & SON	12684 - Service Parts inc. Oils (CASE Loader)	\$ 2,207.59
21/07/2022	MELCHIORRE PLUMBING & GAS	12706, 12720, 12528, 12765 - Plumbing Works (Various)	\$ 2,526.54
21/07/2022	NARROGIN NURSERY	12718 - Plants (Townscape & Resource Centre)	\$ 154.50
21/07/2022	NARROGIN TOYOTA	12757, 12759 - Chainsaw Parts, Service (Toyota Ute)	\$ 988.67
21/07/2022	STATE LIBRARY OF WA.	Better Beginnings 2022/23	\$ 99.00
21/07/2022	T-QUIP.	12679 - Parts (Toro Mower)	\$ 820.05
21/07/2022	THE GOODS	12723 - Cleaning Products (Various)	\$ 436.17
21/07/2022	THE WILLIAMS COMMUNITY NEWSPAPER.	12814 - Printing Costs	\$ 29.00
21/07/2022	THINKPROJECT AUSTRALIA PTY LTD	12805 - Annual Service Fee (2022-2023)	\$ 7,701.24
21/07/2022	TOLL TRANSPORT PTY LTD	Freight (Various)	\$ 69.21
21/07/2022	TOTAL QUALITY CLEAN	12506 - Carpet Cleaning (U4 New St)	\$ 99.00
21/07/2022	TOWN PLANNING INNOVATIONS	12804 - General Planning Advice for June 2022	\$ 701.25
21/07/2022	WA CONTRACT RANGER SERVICES	12816 - Ranger Services - 22/6/2022, 5/7/2022	\$ 418.00
21/07/2022	WESFARMERS KLEENHEAT GAS PTY LTD	12545 - Bulk Gas (Pavilion & Town Hall)	\$ 606.66
21/07/2022	WESTRAC	12682 - Filters (2 CAT Graders)	\$ 565.36
21/07/2022	WILLIAMS COMMUNITY RESOURCE CENTRE	Library Service 4th Quarter, Labels/Laminating	\$ 10,668.47
21/07/2022	WILLIAMS MOTEL (EFT)	12324 - Accommodation	\$ 630.00
21/07/2022	WILLIAMS NEWSAGENCY	Monthly Account June 2022	\$ 55.30
21/07/2022	WILLIAMS RURAL SUPPLIES	12618, 12670, 12674, 12751 - Monthly Hardware Account June 2022	\$ 10,014.54
21/07/2022	WILLIAMS RUSTIC GROCER	Monthly Refreshments & Consumables, June 2022	\$ 246.41
26/07/2022	Quadrio Resources Pty Ltd	Refund Tenement Death Ass# 3109	\$ 144.65
27/07/2022	FDC EDUCATORS	FDC Educators PE 24/07/2022	\$ 14,957.09
28/07/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 27/7/2022	\$ 50,053.69
28/07/2022	D & A WOODWORKS	12818 - Deposit (Sandalwood Court)	\$ 104,070.00
29/07/2022	LGIS	Insurances (Various)	\$ 110,646.99
06/07/2022	TELSTRA	Monthly Phone Usage to 19/6/2022	\$ 403.11
13/07/2022	SYNERGY	Electricity to 8 Jamtree Ln (29/4/22 - 4/7/22)	\$ 79.38
20/07/2022	SYNERGY	Electricity to Swimming Pool 21/6/2022 to 18/7/2022	\$ 450.34
20/07/2022	WATER CORPORATION.	Annual Trade Waste Permit 2022/23	\$ 240.16
20/07/2022	TELSTRA	Telephone Costs (Mobiles & Data)	\$ 349.46
21/07/2022	AUSTRALIAN TAXATION OFFICE	BAS June 2022	\$ 50,746.00
July 2022	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payment	\$ 33,469.35
01/07/2022	WESTNET	Monthly CEO Internet Charges, July 2022	\$ 54.99
04/07/2022	CBA	CBA - Merchant Fees June 2022	\$ 118.17
07/07/2022	BOND ADMINISTRATOR	Bond - Unit 4 New Street	\$ 418.00
18/07/2022	ANZ CARDS	Monthly Credit Card Use	\$ 1,063.37

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 July 2022

DATE	NAME	DESCRIPTION	AMOUNT
06/07/2022	SYNERGY	Electricity - Various	\$ 7,479.51
13/07/2022	SHIRE OF WILLIAMS	Regos due 1/8/2022	\$ 7,869.65
21/07/2022	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, June 2022	\$ 68.50
Total			\$ 663,999.23

8.2 Office of the Chief Executive Officer

8.2.1 Application for Whey Spreading – Various Lots

File Reference	10.60.15
Statutory Ref.	Planning and Development (Local Planning Schemes) Regulations 2015
Author & Date	Liz Bushby, Town Planning Innovations 3 August 2022
Attachments	Attachment 1 – Whey Management Plan. Attachment 2 – DWER Amended Licence

Background

Brownes Food Operations Pty Ltd (Brownes) own and operate a milk processing facility on the corner of South West Highway and Ommaney Road in Brunswick Junction.

The facility receives milk for processing and manufactures it into a range of dairy products for distribution and sale all over Western Australia.

Cheese is one of the dairy products that is produced at the Brownes facility. Cheese is generally produced to utilise an excess of fresh milk during the high milk yielding periods between August and January.

Whey is produced as a by-product of the cheese production process and requires reuse in an environmentally appropriate manner. Whey is a complex biological fluid consisting of nutrients, proteins, salts, lactose and trace elements.

Brownes currently undertake whey reuse at a farm in Arthur River under a licence issued by the Department of Water and Environmental Regulation (DWER). Whey spreading has been operating at the Arthur River site since 2018, and DWER has extended the current licence in March 2022 to allow for ongoing spreading at the site for another five years (expires 2027).

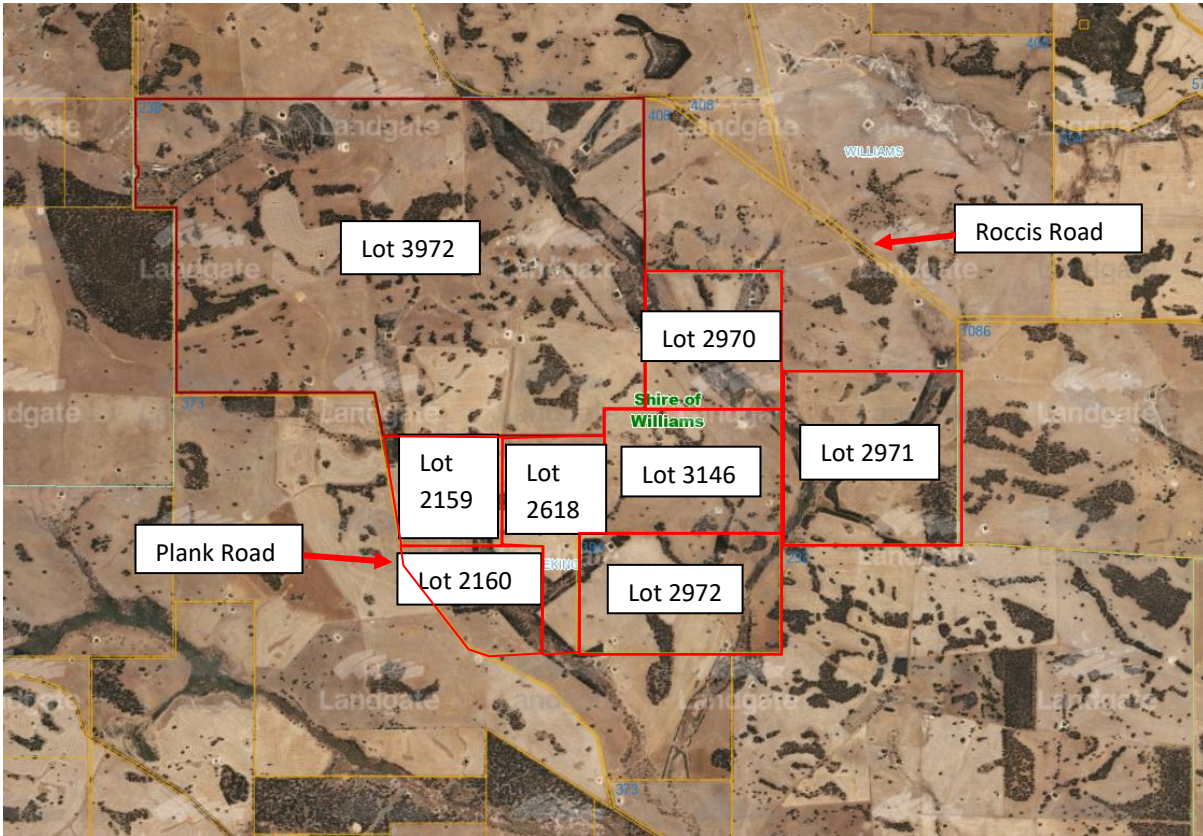
To minimise the operational risk associated with maintaining only one whey reuse site, Brownes seek approval to spread whey at other properties in Meeking.

Brownes do not anticipate an increase in whey production in the short to medium term, however a second licenced farm will provide increased flexibility so that whey spreading activities can occur during periods that work in with agricultural operations.

An application has been lodged to spread whey over Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 (the subject lots). Some of the lots front Plank Road and others front Roccis Road – refer location plan over page.

Brownes has selected the lots based on them being operated as one large farm, in one ownership and due to suitability of the soils.

The combined lot size is 1,519 hectares. The lots are used for broad acre agriculture including sheep and some cereal cropping.



Above: Location Plan

Comment

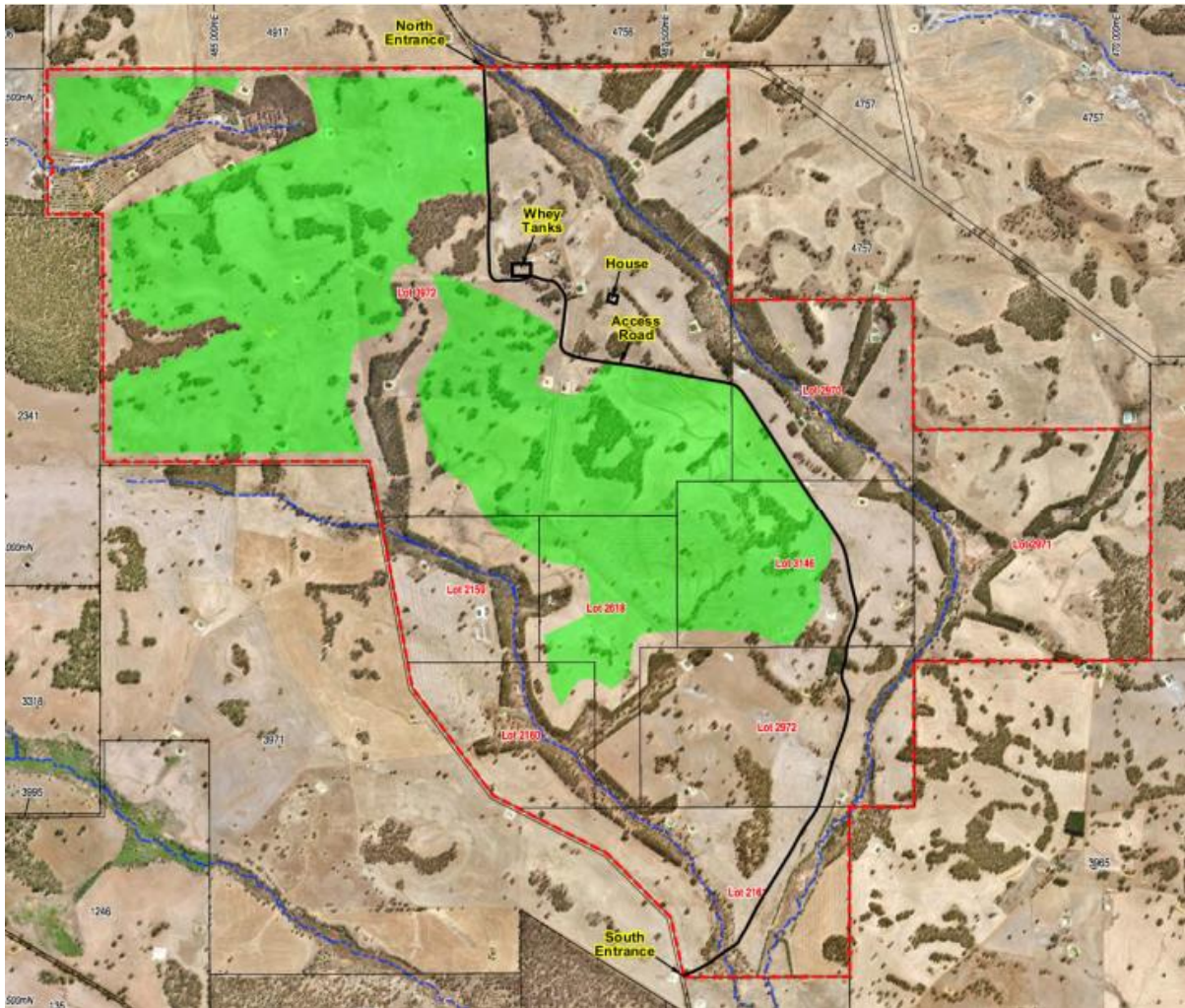
- **Proposed Land Use**

The subject lots are proposed to be used for liquid waste disposal (whey spreading). The applicant has advised that whey spreading will primarily be spread on areas used for pasture from winter through to spring. Some application to cropping areas may occur once crops have been harvested in late spring/ early summer.

The applicant has advised as follows:

- Whey quality is measured at the Brunswick site regularly.
- Whey will be transported daily from the Brunswick site to the subject lots in 48,000 litre tankers. During peak periods (October/November) there will be an average of 1.7 tankers per day. During low production months (March to July) there will be approximately 1 truck per week.
- Tankers will be registered controlled waste transporters under the DWER Controlled Waste Regulations.
- Once tankers arrive onto the subject lots, the whey will be unloaded into two 50,000 litre on-site storage tanks.
- The whey will be spread using a tractor and spreader. The spreader tank has a volume capacity of 15,000 litres.
- Spreading occurs in a systematic manner to ensure there is an even spread over all parts of the irrigation areas.
- To minimise odour generation all whey will be spread within 24 hours of being delivered to the subject lots.

The area proposed to be used for whey spreading is approximately 583 hectares. This irrigation area is shown in green on the site plan below.



The applicant has advised that the whey spreading application rate is a total of 5mm over a one-year period, generally applied in two passes of 2.5mm each, which is a low hydraulic application.

The applicant has also advised that it is important to note that concentration of nutrients in whey is significantly lower than other commonly used liquid agricultural fertilisers.

The applicant has lodged a Whey Management Plan which is included as Attachment 1.

• **Zoning and Land Use Classification**

The subject lots are zoned Rural under the Shire of Williams Town Planning Scheme No 2 (the Scheme).

The land use of 'liquid waste disposal' is not defined in the Shire's Scheme or listed in 'Table 1 – Zoning Table '.

Council has two options for dealing with a 'use not listed' as outlined in Clause 4.3.2 of the Scheme:

- Option 1 - Determine that the 'liquid waste disposal' use is not consistent with the objectives and purposes of the Rural zone and is therefore not permitted; or
- Option 2 - Determine by Absolute Majority that the proposed 'liquid waste disposal' use may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering the application for planning consent.

The Scheme does not include specific objectives for the Rural zone, however from a planning perspective it is generally recognised that the zone is suited to continued broad acre agricultural uses.

Option 2 is recommended. The proposed land use entails disposal of liquid waste from another site, however that waste will also act as a fertiliser for the existing farm operating on the subject lots.

- **Consultation**

Shire Administration will commence advertising of the application. Advertising closes on the 15 September 2022.

To expedite processing of the application, TPI recommends that Council consider granting delegated authority to the Chief Executive Officer to determine the application once advertising is complete.

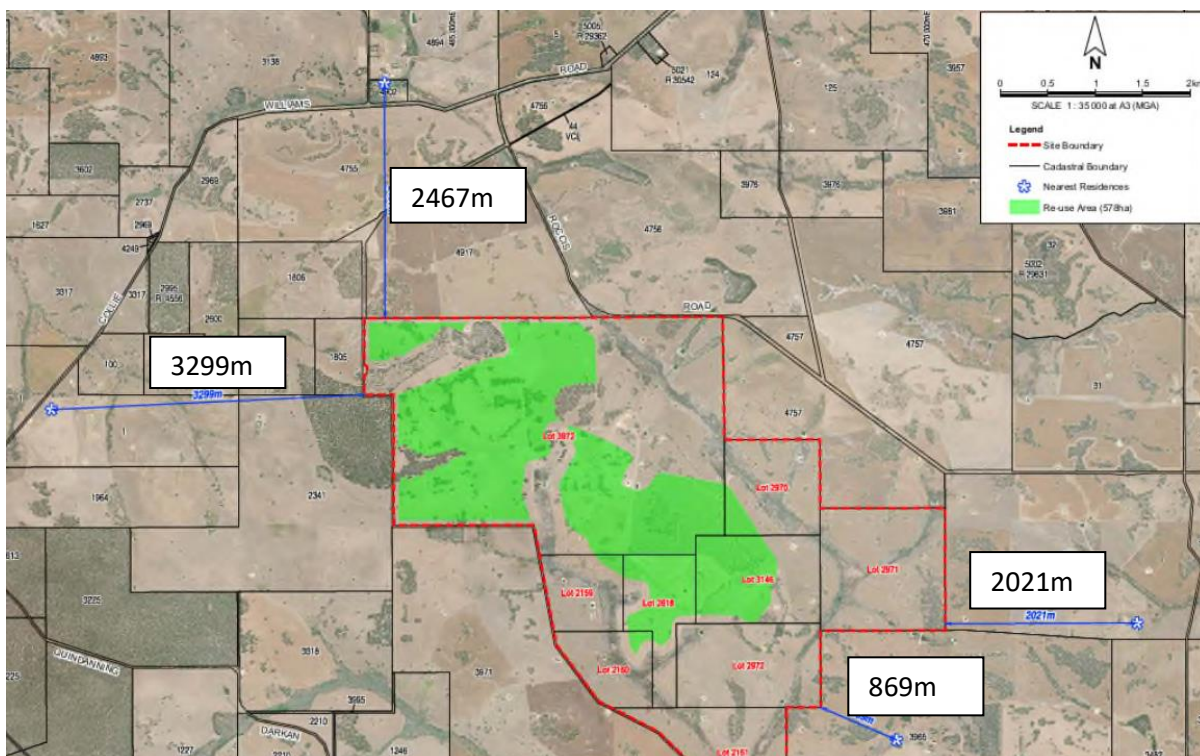
- **Buffers and closest Sensitive Premises**

The Environmental Protection Authority ‘Guidance for the Assessment of Environmental Factors’ recommends buffers between certain land uses and sensitive premises.

There is no specific buffer recommended for whey spreading under the Guidelines. It recommends that a buffer be measured on a ‘case by case’ basis for industrial liquid waste.

The applicant has advised that all land within a 5 kilometre radius is zoned rural and the dominant land use in the area is broad acre agriculture.

They have identified that there are 4 dwellings within a 4 kilometre radius. Dwellings in the locality have been mapped by the applicant – refer plan below.



- **Emissions and separate DWER Licence**

As explained in the background of this report, Brownes have an existing DWER Licence for their whey spreading operation in Arthur River – Attachment 2.

It is clear from the last amendment to that licence, that DWER examine matters such as distances to sensitive premises, dust from vehicle movements, noise, odour and other environmental issues such as seepage.

Comments in the existing DWER Licence Amendment indicate that emissions such as dust, noise and odour can be managed for the Arthur River site as:

1. The use of the Spreader and Tractor is a normal agricultural activity and proposed operation is not significantly in excess of normal farming practice.
2. Whey will be stored in one of two onsite 50,000L tanks. Fresh whey is not generally associated with odour issues. Whey is not to be stored for more than 24 hours prior to irrigation.

The practices proposed in Meeking are like those already operating in Arthur River.

LEGISLATIVE REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015 and became effective on 19 October 2015.

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Williams Town Planning Scheme No 2.

- *Advertising*

As the application is being processed as a 'Use Not Listed', it is classified as a 'complex application' under the revised *Planning and Development (Local Planning Schemes) Regulations 2015*. Under Clause 64 a complex application has to be advertised for 28 days.

- *Matters to be considered by Council*

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

- *Delegated Authority*

Clause 82(1) gives the local government the ability to delegate its powers to the Chief Executive Officer. Clause 82(2) requires any delegation to be by Absolute Majority.

Shire of Williams Town Planning Scheme No 2 – explained in the body of this report.

SUSTAINABILITY IMPLICATIONS:

Environment

There are no known significant environmental implications associated with this proposal.

Economic

There are no known significant economic implications associated with this report.

Social

There are no known significant social implications associated with this proposal.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. In addition, a planning fee is payable for consideration of this application.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

1. Determine that the proposed 'liquid waste disposal' use may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering the application for planning consent.
2. Note that the application for liquid waste disposal/whey spreading on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 is being advertised for public comment until the 15 September 2022.
3. In accordance with Regulation 82 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* delegate authority to the Chief Executive Officer to determine the planning application for 'liquid waste disposal/whey spreading' on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972.

Council Resolution

Major/Harding

That Council:

1. Determine that the proposed 'liquid waste disposal' use may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering the application for planning consent.
2. Note that the application for liquid waste disposal/whey spreading on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 is being advertised for public comment until the 15 September 2022.

**Carried by Absolute Majority 8/0
Resolution 17/23**

The Resolution differed from the Recommendation as Council wished to determine the planning application following conclusion of the public submission period.

Cr Logie declared a proximity interest for the following item, 8.2.2 Proposed Local Development Plan – Lot 889 Albany Hwy, Williams

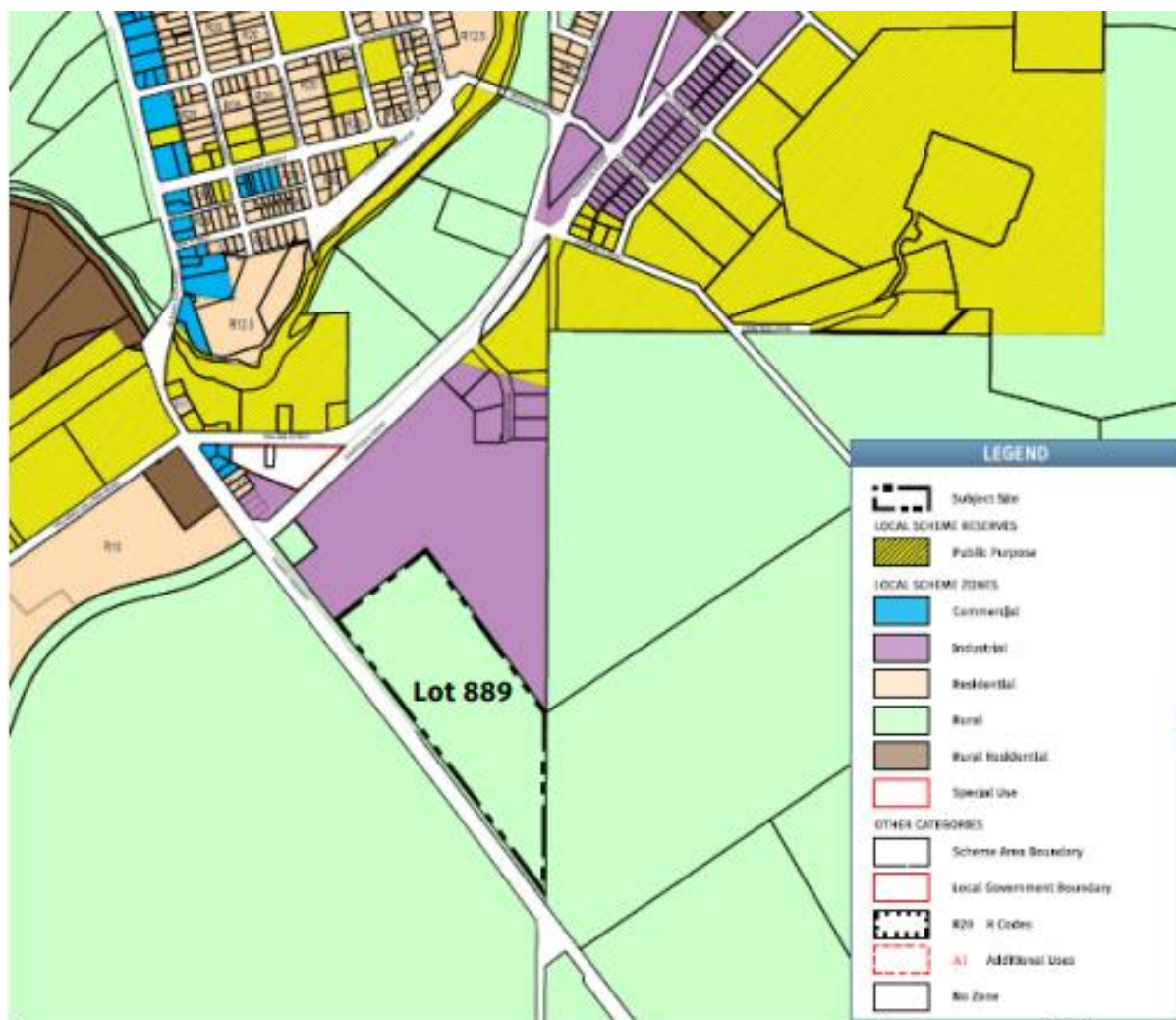
The nature of his interest relates to being the owner of land that is adjacent to Lot 889 Albany Hwy. Cr Logie left the Meeting at 4.20pm and the Deputy, Cr Natalie Major, assumed the Chair.

8.2.2 Proposed Local Development Plan – Lot 889 Albany Highway, Williams

File Reference	14.25.26
Statutory Ref.	Shire of Williams Town Planning Scheme No 2
Author & Date	Liz Bushby, Town Planning Innovations 9 August 2022
Attachments	Attachment 3 – Proposed Local Development Plan

Background

Lot 889 Albany Highway is zoned 'Rural' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme'). The Shire has approved a service station in the north western corner of the lot.



Existing zoning plan

The land to the north and northwest is already zoned Industrial under the Scheme.

The applicant has lodged Amendment 19 to the Shire of Williams Town Planning Scheme No 2, which proposes to re-zone Lot 889 from 'Rural' to an 'Industrial' and 'Service Commercial' zone.



Proposed zoning plan – Amendment 19

Amendment 19 was initiated by Council at the Ordinary Meeting held on the 20 April 2022. The Scheme Amendment was referred to the Environmental Protection Authority (EPA). The EPA have confirmed that no environment assessment of the amendment is required.

Comment

Amendment 19 is ready to be advertised for public comment. Separate to the amendment, the applicant has liaised closely with the Shire’s Chief Executive Officer and TPI regarding a Local Development Plan (LDP) for Lot 889.

A Local Development Plan is a mechanism used to coordinate and assist in achieving better built form outcomes by linking lot design to future development.

A Local Development Plan can be used in limited situations to guide and co-ordinate development outcomes for a particular site. Use of a Local Development Plan for Lot 889 is considered appropriate as future development will create a new entry point into the Shire, and an LDP can provide guidance for design elements such as building orientations, easements, vehicle access, landscaping and materials.

The proposed Local Development Plan for Lot 889 is included as Attachment 3.

The LDP proposes:

- Building orientations facing Albany Highway or alternative main roads within the future subdivision;
- Landscaping along the Albany Highway frontage;
- No access to Albany Highway unless otherwise approved;

- Easements over the planned service commercial lots for co-ordinated shared vehicle access; and
- General development requirements such as use of non-reflective materials and visually permeable (see through) fencing.

Ordinarily the zoning would be in place prior to development of any LDP. In this case however, it is considered that public consultation for the scheme amendment will be more informed if it occurs concurrently with advertising of the LDP.

POLICY REQUIREMENTS

Not applicable.

LEGISLATIVE REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015 -

The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015 and became effective on 19 October 2015.

Part 6 outlines the process for preparation, form, and advertising of Local Development Plans. Clause 47(d) states that a Local Development Plan may be prepared if 'the Commission and the local government considers that a local development plan is required for the purposes of properly and orderly planning'.

Shire of Williams Town Planning Scheme No 2 – discussed in the body of this report. Under Amendment 19 a clause is proposed for the service commercial zone that requires 'vehicular access and building orientation are to be consistent with the approved Local Development Plan'.

SUSTAINABILITY IMPLICATIONS

Environment

There are no known significant environmental implications associated with this proposal.

Economic

There are no known significant economic implications associated with this proposal.

Social

There are no known significant social implications associated with this proposal.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- ED 1.3 Promote land availability within the Shire for residential, industrial and commercial development
- ED 1.5 Advocate, promote and champion industrial development that will offer employment opportunities for our community
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council note that:

- A. In pursuance of Clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Chief Executive Officer has requested that the Western Australian Planning Commission agree that a Local Development Plan for Lot 889 is required for the purposes of orderly and proper planning.
- B. The Local Development Plan prepared for Lot 889 will be advertised for public comment for 60 days concurrent with Scheme Amendment No 19.
- C. Progression of the Local Development Plan for final approval is contingent on the Commission's advice, and approval of Amendment 19 by the Minister for Planning.

Council Resolution

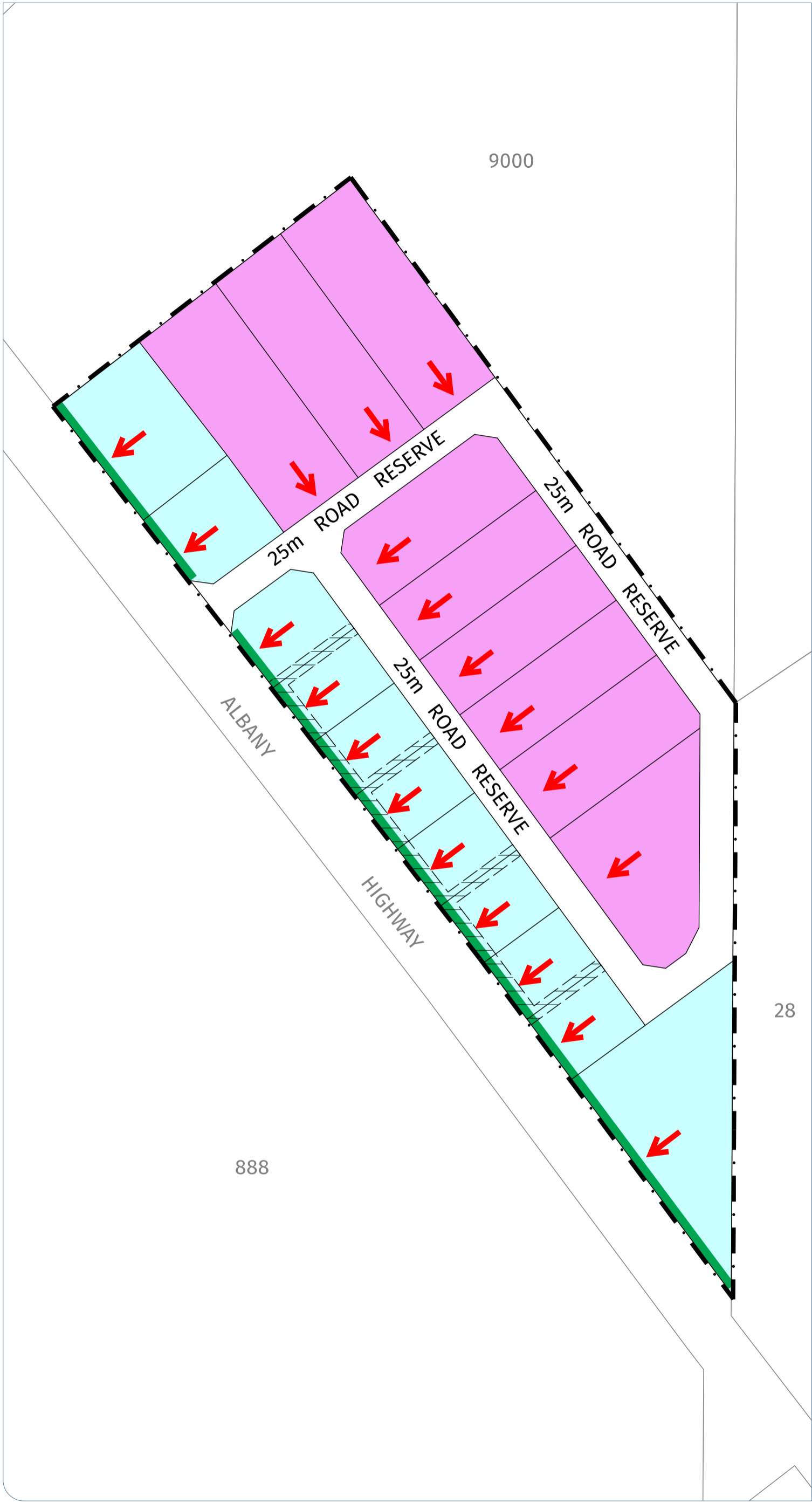
Harding/Panizza

That Council note that:

- A. In pursuance of Clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Chief Executive Officer has requested that the Western Australian Planning Commission agree that a Local Development Plan for Lot 889 is required for the purposes of orderly and proper planning.
- B. The Local Development Plan prepared for Lot 889 will be advertised for public comment for 60 days concurrent with Scheme Amendment No 19.
- C. Progression of the Local Development Plan for final approval is contingent on the Commission's advice, and approval of Amendment 19 by the Minister for Planning.

**Carried 6/1
Resolution 18/23**

Cr Logie returned to the Meeting at 4.50pm and resumed the Chair.



LEGEND

- Lots Subject to this LDP
- Industry
- Service Commercial
- 10m wide Right of Carriageway
- Landscaping (2m wide)
- Building Orientation

APPLICATION OF LOCAL DEVELOPMENT PLAN

Local Development Plan for Lot 889 Albany Highway, Williams.

1. The provisions of the Shire of Williams Local Planning Scheme No. 2 are varied as detailed within this LDP.
2. All other requirements of the Local Planning Scheme shall be satisfied in all other manners.

Residential Design Code
The zones applicable to these lots are as per the Local Planning Scheme No. 2.

- Streetscape**
- Buildings are to be orientated as indicated in this LDP.
 - No lots are to directly access Albany Highway except where approved by relevant agencies.
 - Landscaping of Service Commercial lots is to be established as indicated in this LDP, unless otherwise approved by the Shire.
 - Landscaping of Industrial lots is to be consistent with the requirements of the Shire of Williams Local Planning Scheme No. 2.
 - Fencing along vehicle access ways and roads is to be visually permeable.

- Design Elements**
- Buildings are to be constructed of non-reflective material.

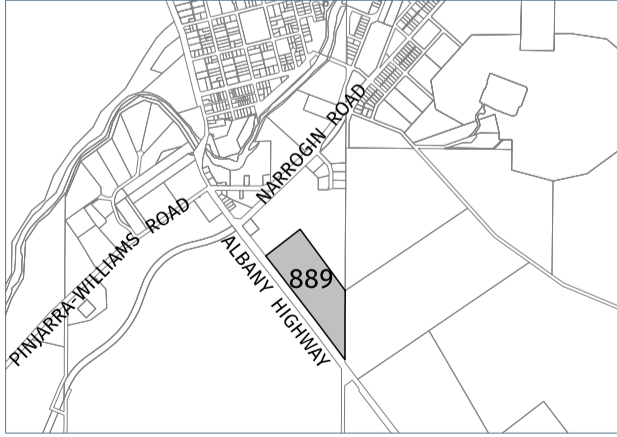
- Incidental Development**
- The Shire has discretion to consider trade display or the display of goods (showroom/warehouse) in open outdoor areas, however any general storage of goods, equipment, plant or materials should be located to the rear of the buildings

APPROVAL

This LDP has been approved by the Shire under the Shire of Williams Local Planning Scheme No. 2.

Signature _____ Date _____

LOCATION MAP



LOCAL DEVELOPMENT PLAN

Lot 889 on DP 416835 Albany Highway, WILLIAMS

Plan No. | 21520-17
 Date | 05/08/22
 Drawn | NP
 Checked | MK
 Revision | D

BUNBURY OFFICE:
 21 Spencer Street,
 BUNBURY WA 6230
 T: 08 9792 6000
 E: bunbury@harleydykstra.com.au
 W: www.harleydykstra.com.au

ALBANY | BUNBURY | BUSSELTON | FORRESTDALE | PERTH

Scale | 1:3000@A3

0 40m 80m

NOTE: This plan has been prepared for planning purposes. Areas, Contours and Dimensions shown are subject to survey

8.2.3 Proposed Single House, Shed and Rainwater Tank - Lot 178 (No 55) Lavender Street, Williams

File Reference	10.60.15
Statutory Ref.	Shire of Williams Town Planning Scheme No 2
Author & Date	Liz Bushby, Town Planning Innovations 9 August 2022
Attachments	Nil

Background

Lot 178 is zoned 'Rural Residential' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 1,012m² and is vacant.

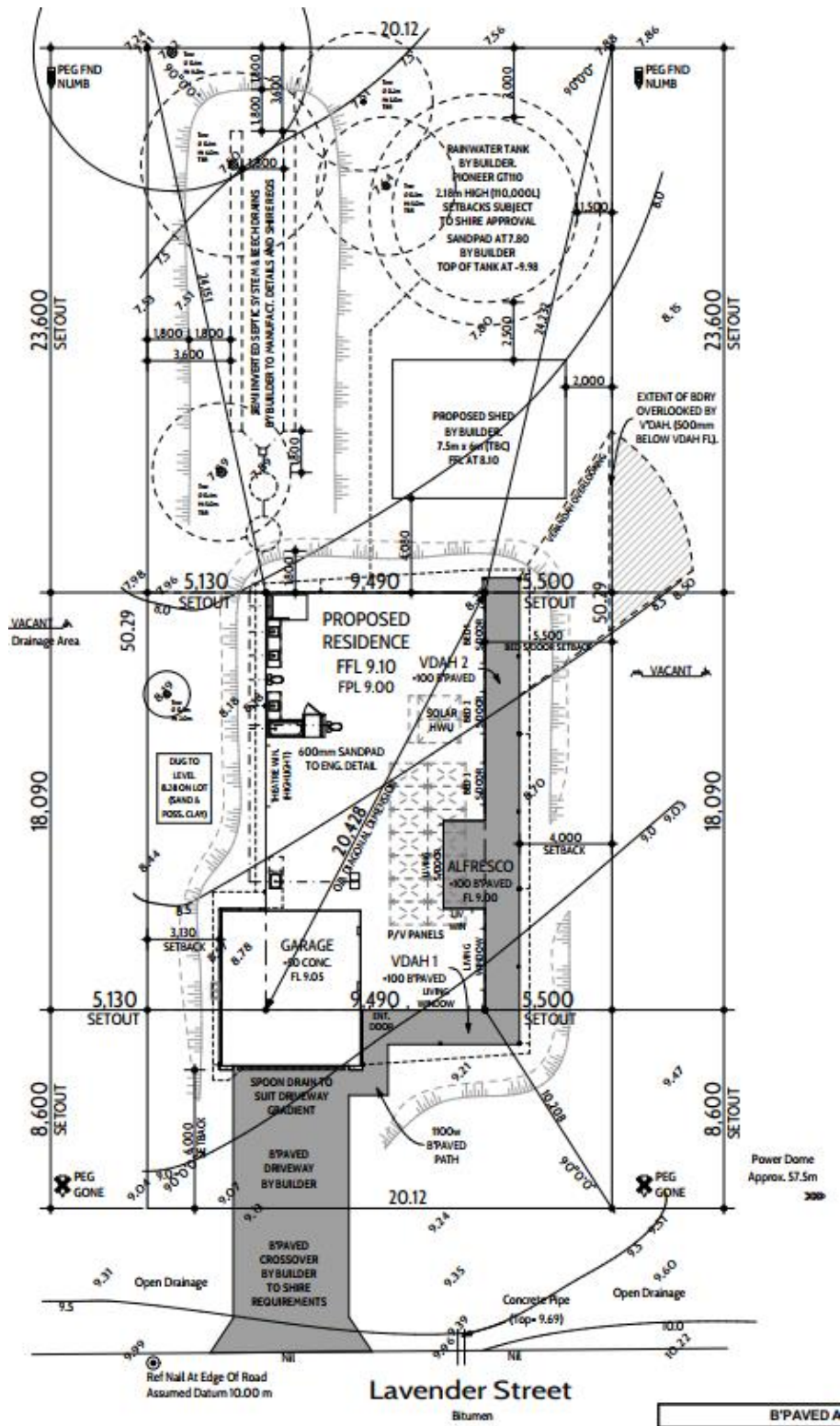


Location Plan

Comment

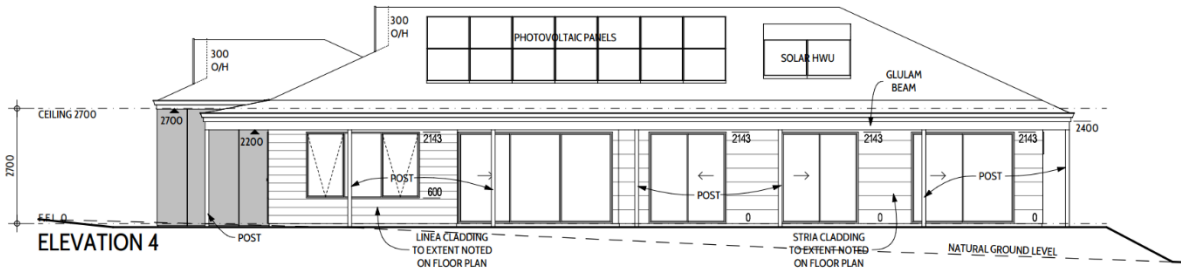
- **Proposed Development**

The owner has applied for a single house, shed and a 110,000 litre rainwater tank on the lot. The lot slopes downwards from the road with contours ranging from 9.0 (at the front of the lot) to 7.31 in the north west lot corner.

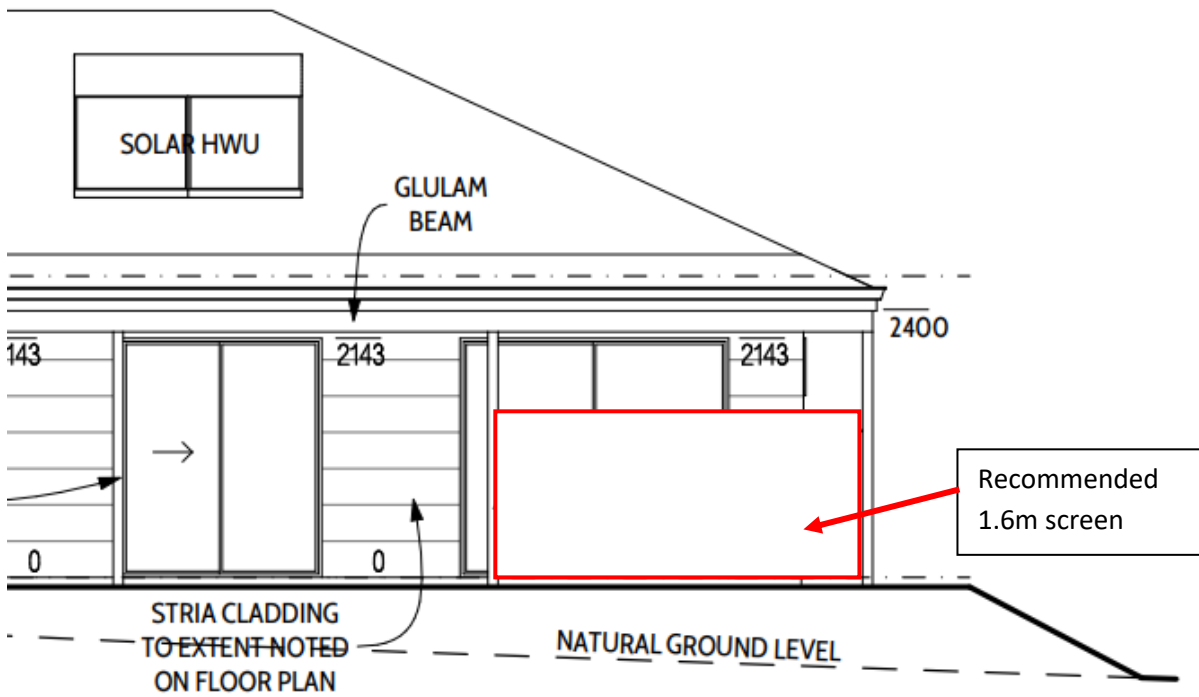


Fill is proposed to provide a flatter house pad for the rear portion of the proposed dwelling.

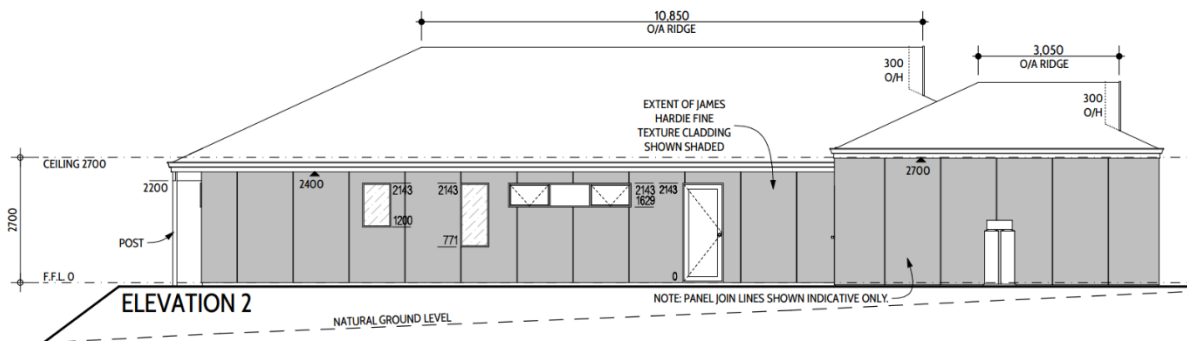
There is potential for overlooking from parts of the north east verandah (Elevation 4), as the finished floor level is more than 0.5 metres above natural ground level.

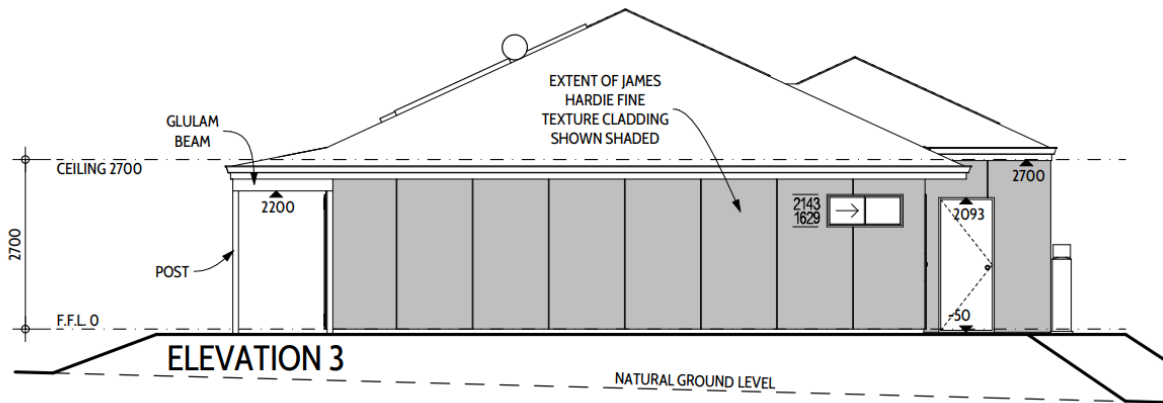


To minimise potential overlooking, TPI recommends that a condition be imposed requiring a 1.6 metre high screen between two verandah posts (adjacent to the master bedroom).



The south west and rear elevations do not pose significant overlooking concerns as they contain highlight windows (with a higher sill height) and /or are to non-habitable rooms.





- **State Planning Policy 3.7: Planning in Bushfire Prone Areas**

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land identified as Bushfire Prone and are amended from time to time.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. The lot is within a declared bushfire prone area.

A Bushfire Attack Level (BAL) assessment report is not required as part of the planning application process where the lot size is 1,100m² or less. At that lot size it is recognised that planning can only play a limited role in reducing bushfire risk, and application of the appropriate construction standard at the building permit stage is the most appropriate instrument for reducing the bushfire risk for existing lots.

As Lot 178 has an area of 1,012m², a Bushfire Attack Level assessment will be required as part of the separate Building Permit process. A BAL is not required to be submitted as part of the planning process.

POLICY REQUIREMENTS

Not applicable.

LEGISLATIVE REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015

The Regulations include 'deemed provisions' which automatically apply to the Shire, without the need to amend the Shire's Scheme.

Clause 61 lists development for which planning approval is not required. A rainwater tank is only exempt from the need for planning approval where it meets specific size criteria, including a maximum volume of 5,000 litres.

Clause 67 of the deemed provisions outlines 'matters to be considered by Council' including but not limited to orderly and proper planning, the compatibility of the development with its setting, including the relationship to development on adjoining land, the amenity of the locality, the adequacy of proposed means of access to and from the site, the amount of traffic to be generated by the development, and any submission received.

Shire of Williams Town Planning Scheme No 2 (the Scheme) – Under Clause 4.6(2)(a) planning approval is required for a single house in a Rural Residential zone.

Under Clause 4.6.2(f) Council shall have regard for the following:

- (i) the colour and texture of external building materials;
- (ii) building size, height, bulk, roof pitch;
- (iii) setback and location of the building on its lot;
- (iv) architectural style and design details of the building;
- (v) relationship to surrounding development; and
- (vi) other characteristics considered by the Shire to be relevant.

A single house is listed as a permitted use under Table 1: Zoning Table.

SUSTAINABILITY IMPLICATIONS

Environment

There are no known significant environmental implications associated with this proposal.

Economic

There are no known significant economic implications associated with this proposal.

Social

There are no known significant social implications associated with this proposal.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- ED 1.3 Promote land availability within the Shire for residential, industrial and commercial development
- ED 2.3 Promote and support the availability of accommodation suitable for young people, families and retirees
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. In addition, a planning fee is payable for consideration of this application.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council

1. Approve the application for a single house, shed and rainwater tank on Lot 178 (No 55) Lavender Street, Williams subject to the following conditions and footnotes:
 - (i) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans with the exception that additional screening is required in accordance with Condition (ii).
 - (ii) An additional permanent fixed screen with a height not less than 1,600mm above the Finished Floor Level shall be installed between two verandah posts adjacent to the Master Bedroom on Elevation 4 (Plan dated 21.07.22 Job 211002, Sheet 4 of 8).
 - (iii) The screen structure required under Condition (ii) shall be installed prior to occupation of the dwelling, and thereafter maintained to the satisfaction of the Chief Executive Officer. Screening may be constructed out of fixed external perforated panels, lattice, or solid or obscured translucent panels.
 - (iv) A hardstand driveway shall be constructed to the satisfaction of the Chief Executive Officer in accordance with the site plan dated 12 November 2021 (Job No. 512560) within 12 months of the issue of a Building Permit for the single house.

- (v) The owner to install and construct a new crossover within 12 months of the issue of a Building Permit for the single house or an alternative time period approved separately by the Shire Chief Executive Officer in writing.
- (vi) The constructed driveway and crossover shall be maintained to a good quality trafficable standard at all times to the satisfaction of the Chief Executive Officer.
- (vii) Drainage to be contained within the property boundaries, where practical, with no water discharge into any adjacent private lot. Drainage may be dispersed off site into unmade road reserve (Channon Street) on the western boundary subject to separate written approval by the Chief Executive Officer.
- (viii) Prior to the issue of a Building Permit, the owner/applicant shall lodge a drainage management plan for separate written approval by the Chief Executive Officer. The drainage plan shall demonstrate how stormwater runoff from the Lavender Street road reserve will be managed.
- (ix) Prior to occupation, the owner shall lodge information to the Shire for separate written approval demonstrating that the dwelling will be provided with an adequate electricity supply with solar panels and a battery system. No generators are permitted.
- (x) If the development, the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (a) The development is proposed in a declared bushfire prone area and a Bushfire Attack Level Assessment will need to be lodged with a separate Building Permit application.
- (b) Once a crossover is constructed, an application can be lodged seeking a contribution from the Shire towards a portion of the construction cost.
- (c) The owner will need to complete and lodge a separate 'Application to Construct or Install an Apparatus for the Treatment of Sewage' form to the Shire. An application must be lodged for installation of an apparatus for on-site wastewater disposal.

Council Resolution

Major/Cowcher

That Council

1. Approve the application for a single house, shed and rainwater tank on Lot 178 (No 55) Lavender Street, Williams subject to the following conditions and footnotes:
 - (i) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans with the exception that additional screening is required in accordance with Condition (ii).
 - (ii) An additional permanent fixed screen with a height not less than 1,600mm above the Finished Floor Level shall be installed between two verandah posts adjacent to the Master Bedroom on Elevation 4 (Plan dated 21.07.22 Job 211002, Sheet 4 of 8).
 - (iii) The screen structure required under Condition (ii) shall be installed prior to occupation of the dwelling, and thereafter maintained to the satisfaction of the Chief Executive Officer. Screening may be constructed out of fixed external perforated panels, lattice, or solid or obscured translucent panels.
 - (iv) A hardstand driveway shall be constructed to the satisfaction of the Chief Executive Officer in accordance with the site plan dated 12 November 2021 (Job No. 512560) within 12 months of the issue of a Building Permit for the single house.
 - (v) The owner to install and construct a new crossover within 12 months of the issue of a Building Permit for the single house or an alternative time period approved separately by the Shire Chief Executive Officer in writing.
 - (vi) The constructed driveway and crossover shall be maintained to a good quality trafficable standard at all times to the satisfaction of the Chief Executive Officer.

- (vii) Drainage to be contained within the property boundaries, where practical, with no water discharge into any adjacent private lot. Drainage may be dispersed off site into unmade road reserve (Channon Street) on the western boundary subject to separate written approval by the Chief Executive Officer.
- (viii) Prior to the issue of a Building Permit, the owner/applicant shall lodge a drainage management plan for separate written approval by the Chief Executive Officer. The drainage plan shall demonstrate how stormwater runoff from the Lavender Street road reserve will be managed.
- (ix) Prior to occupation, the owner shall lodge information to the Shire for separate written approval demonstrating that the dwelling will be provided with an adequate electricity supply with solar panels and a battery system. No generators are permitted.
- (x) If the development, the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (a) The development is proposed in a declared bushfire prone area and a Bushfire Attack Level Assessment will need to be lodged with a separate Building Permit application.
- (b) Once a crossover is constructed, an application can be lodged seeking a contribution from the Shire towards a portion of the construction cost.
- (c) The owner will need to complete and lodge a separate 'Application to Construct or Install an Apparatus for the Treatment of Sewage' form to the Shire. An application must be lodged for installation of an apparatus for on-site wastewater disposal.

**Carried by Absolute Majority 8/0
Resolution 19/23**

8.2.4 Adoption of the 2022/2023 Budget

File Reference	4.23.10
Statutory Ref.	<i>Local Government Act 1995 Section 6.2</i> <i>Local Government (Financial Management Regulations) 1996</i>
Author & Date	Alan Lamb & Geoff McKeown 11 August 2022
Attachments	2022-2023 Draft Budget, 2022-2023 Fees & Charges

Background

The draft 2022/23 Budget has been compiled based on the principles contained in the Strategic Community Plan and Corporate Business Plan. It has also been prepared in accordance with the earlier presentations to Councillors.

The draft 2022/23 Budget includes information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The main features include:

- The budget has been prepared by applying a 3.44% rate in the dollar increase on GRV rated properties and reducing the rate in the dollar by 10.02% for UV rated properties.
GRV properties were revalued this financial year after a period of six or so years. Whilst the total valuation did not change significantly, some properties received large valuation increases due to their development. On average residential GRV valuations decreased and industrial/commercial GRV valuations increased but the overall the total valuation only went up by 0.27%.
The total valuation of UV properties increased by 16.62%. However, individual valuations will differ from the average.
The minimum rates are proposed to increase from \$760 to **\$790** for **GRV** rated properties and \$960 to **\$1,010** for **UV** rated properties. The increase in total rate revenue will be **5.10%**, which is in line with the Long Term Financial Plan and contained in the 2021-25 Corporate Business Plan.
- Fees and charges in general have been increased by **2%**. There are also other minor changes which are itemised within the attached fees and charges schedule and in line with the forward financial plans.
- There is a 2% increase proposed for kerbside rubbish collection. There will be 7.61% increase in the contract price for collection of waste due to the rise in CPI to the end of the March 2022 quarter. This movement is included in the current waste collection contract. Shorter opening hours at the Waste Site will reduce costs, lessening the need to increase kerbside collection charges.
- A capital works programme totalling **\$2,775,921** for investment in infrastructure, land and buildings, and plant and equipment is planned. Expenditure on road infrastructure is a major component of this and the amount of **\$1,577,841** is in line with Council's strategy to increase the investment in road and associated assets.
- An estimated surplus of **\$927,694** is anticipated to be brought forward from 30 June 2022. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.
- Principal additional grant funding for the year is estimated from:
 - Roads to Recovery - \$196,112
 - Road Project Grant - \$308,034
 - Local Roads and Community Infrastructure Grant (Phase 3) - \$465,858
 - Social Housing Economic Recovery Package - \$386,494
 - Department of Transport – WA Bike Network \$49,600

Consultation

While no specific community consultation has occurred on the draft 2022/23 Budget, the Community has been involved in extensive consultation with the development of the Strategic Community Plan 2017-2032. Previous Community Surveys have also directed Council on the level of service expected to be delivered by the Shire.

Extensive internal consultation has occurred between all senior employees and through discussions with elected members at the May and June meetings.

Statutory Environment

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its Municipal Fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of the *Local Government Act 1995* refer to the setting of budgets and the raising of rates and charges. *The Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2022/23 Budget as presented is considered to meet statutory requirements.

The Local Government (COVID-19 Response) Ministerial Order 2020 was gazetted on the 8 May 2020 and this was followed by the Local Government (COVID-19 Response) Amendment Order 2021. The draft 2022/23 Budget continues to give consideration to the consequences of the COVID-19 pandemic and in accordance with the Ministerial Orders. Adjustments have been made to interest rates charged on the instalment option and overdue rates. The Council also adopted a COVID-19 Financial Hardship Policy in May 2020 to further support ratepayers suffering hardship.

Policy Implications

The budget is based on the principles contained in the Strategic Community Plan and the Corporate Business Plan. Further, it takes account of the COVID-19 Financial Hardship Policy.

Financial Implications

Specific financial implications are as outlined in this report and as itemised in the draft 2022/23 Budget attached for adoption.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- CL 2.2 Maintain accountability, transparency and financial responsibility
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

TRIPLE BOTTOM LINE ASSESSMENT

Economic Implications

The draft 2022/23 Budget has been developed based on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for Council and the community.

Social Implications

The draft 2022/23 Budget delivers social outcomes identified in various planning and community supporting strategies that have previously been adopted by the Council.

Environmental Implications

The draft 2022/23 Budget supports key environmental strategies and initiatives adopted by the Council.

Comment

The draft 2022/23 Budget continues to deliver on other strategies adopted by the Council and maintains a high level of service across all programs, while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

Voting Requirements

Absolute Majority

Officer’s Recommendation

That Council:

PART A – MUNICIPAL FUND BUDGET FOR 2022/2023

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the Council adopts the Municipal Fund Budget as contained in the Attachment of this Agenda and the Minutes, for the Shire of Williams for the 2022/23 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page (2) showing a net result for that year
- Statement of Cash Flows on page (3)
- Rate Setting Statement on page (4) showing an amount required to be raised from rates of \$2,094,863
- Notes to and Forming Part of the Budget on pages (8 to 25)
- Capital Income and Expenditure (26)

Council Resolution

Major/Price

That Council:

PART A – MUNICIPAL FUND BUDGET FOR 2022/2023

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the Council adopts the Municipal Fund Budget as contained in the Attachment of this Agenda and the Minutes, for the Shire of Williams for the 2022/23 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page (2) showing a net result for that year
- Statement of Cash Flows on page (3)
- Rate Setting Statement on page (4) showing an amount required to be raised from rates of \$2,094,863
- Notes to and Forming Part of the Budget on pages (8 to 25)
- Capital Income and Expenditure (26)

**Carried by Absolute Majority 8/0
Resolution 20/23**

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. Raising Rates

For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following General and Minimum rates on Gross Rental and Unimproved Values.

2. General Rates
- Residential (GRV) **8.000 cents in the dollar**
 - Commercial / Industrial (GRV) **8.000 cents in the dollar**
 - Rural/Mining (UV) **0.548 cents in the dollar**

3. Minimum Rates
- Residential (GRV) **\$790**
 - Commercial / Industrial (GRV) **\$790**
 - Rural/Mining (UV) **\$1,010**

4. Instalments

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, Council nominates the following due dates for the payment in full by instalments:

- Full payment and 1st instalment due date **30 September 2022**
- 2nd quarterly instalment due date **2 December 2022**
- 3rd quarterly instalment due date **3 February 2023**
- 4th and final quarterly instalment due date **6 April 2023**

5. Instalment Option Charge

Pursuant to section 6.45 of the *Local Government Act 1995*, regulation 67 of the *Local Government (Financial Management) Regulations 1996* and clause 13 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of **\$10.00** for each instalment after the initial instalment is paid.

- a. This additional charge cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

6. Instalment Option Interest Rate

Pursuant to section 6.45 of the *Local Government Act 1995*, regulation 68 of the *Local Government (Financial Management) Regulations 1996* and clause 13 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an interest rate of **3%** where the owner has elected to pay rates and service charges through an instalment option.

- a. This additional interest rate cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

7. Interest rate on Overdue Rates

Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995*, regulation 70 of the *Local Government (Financial Management) Regulations 1996* and clause 14 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an interest rate of **7%** for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

- a. This interest rate cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

Council Resolution**Macnamara/Cowcher****PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

8. Raising Rates

For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following General and Minimum rates on Gross Rental and Unimproved Values.

9. General Rates

- Residential (GRV) **8.000 cents in the dollar**
- Commercial / Industrial (GRV) **8.000 cents in the dollar**
- Rural/Mining (UV) **0.548 cents in the dollar**

10. Minimum Rates

- Residential (GRV) **\$790**
- Commercial / Industrial (GRV) **\$790**
- Rural/Mining (UV) **\$1,010**

11. Instalments

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, Council nominates the following due dates for the payment in full by instalments:

- Full payment and 1st instalment due date **30 September 2022**
- 2nd quarterly instalment due date **2 December 2022**
- 3rd quarterly instalment due date **3 February 2023**
- 4th and final quarterly instalment due date **6 April 2023**

12. Instalment Option Charge

Pursuant to section 6.45 of the *Local Government Act 1995*, regulation 67 of the *Local Government (Financial Management) Regulations 1996* and clause 13 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of **\$10.00** for each instalment after the initial instalment is paid.

- a. This additional charge cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

13. Instalment Option Interest Rate

Pursuant to section 6.45 of the *Local Government Act 1995*, regulation 68 of the *Local Government (Financial Management) Regulations 1996* and clause 13 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an interest rate of **3%** where the owner has elected to pay rates and service charges through an instalment option.

- a. This additional interest rate cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

14. Interest rate on Overdue Rates

Pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995*, regulation 70 of the *Local Government (Financial Management) Regulations 1996* and clause 14 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an interest rate of **7%** for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

- a. This interest rate cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

**Carried by Absolute Majority 8/0
Resolution 21/23**

Voting Requirements

Absolute Majority

Officer's Recommendation

PART C – GENERAL FEES AND CHARGES FOR 2022/2023

Pursuant to section 6.16 of the *Local Government Act 1995*, Council adopts the Fees and Charges included in this report and forming part of the draft 2022/2023 Budget.

Council Resolution

Panizza/Price

PART C – GENERAL FEES AND CHARGES FOR 2022/2023

Pursuant to section 6.16 of the *Local Government Act 1995*, Council adopts the Fees and Charges included in this report and forming part of the draft 2022/2023 Budget.

**Carried by Absolute Majority 8/0
Resolution 22/23**

Voting Requirements

Absolute Majority

Officer's Recommendation

PART D – OTHER STATUTORY FEES FOR 2022/2023

1. Pursuant to section 53 of the *Cemeteries Act 1986* Council adopts the Fees and Charges for the Williams Cemetery and Marling Cemetery included in this report and forming part of the draft 2022/2023 Budget.
2. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, Council adopts the following charges for the removal and disposal of domestic and commercial waste:

Residential Premises (including recycling)

- 240ltr bin per weekly collection **\$464.50pa**

Commercial Premises

- Privately Owned Bulk Recycling Bin collection (3.0m3) **\$1,127.50pa**
- Privately Owned Bulk Recycling Bin collection (4.5m3) **\$1,397.50pa**
- 240ltr bin per service Commercial General Waste (no recycling) **\$344.00pa**

3. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, and section 6.16 of the *Local Government Act 1995* Council adopt the following charges for the deposit of domestic and commercial waste:

Transfer Station Charges (Site opens 10am to 3pm Wed, Sat & Sun)		\$ GST Incl	GST Y/N	GST Code	Charge Account
General Waste					
General Household Waste	Cars, utes, trailers 1.8m x 1.2m x 0.5 (or 1 m ³)	\$33.00	Y	GST	1101111
General Household Waste	1 x 240L Bin	\$17.00	Y	GST	1101111
Furniture and E-waste	per item	\$12.00	Y	GST	1101111
Uncontaminated Garden Waste - Ute or trailer	Gardeining Contractos only	\$15.00	Y	GST	1101111
Uncontaminated Garden Waste - Truck 3 tonnes or more		\$22.00	Y	GST	1101111
Vehicle Body - Car belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Car by non ratepayer		\$418.50	Y	GST	1101111
Vehicle Body - Truck belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Truck by non ratepayer		\$831.50	Y	GST	1101111
Tyres - Small (car etc.)	each	\$12.00	Y	GST	1101111
Tyres - Small truck	each	\$16.00	Y	GST	1101111
Tyres - Large truck or tractor	each	\$25.00	Y	GST	1101111
Building rubble	per m ³	\$36.00	Y	GST	1101111
Rural Household Pass (unlimited household waste)		\$320.00	Y	GST	1101111
Scrap metal and batteries from ratepayer		FREE	Y	GST	1101111
New/Replacement Bins		\$105.00	Y	GST	1101111

Kerbside Rubbish Collection		\$ GST Incl	GST Y/N	GST Code	Charge Account
240lt General Waste & 240lt Recycling pickup		\$464.50	N	OOS	1101105
Commercial Bulk Recycling Bin - 3.0m ³		\$1,127.50	N	OOS	1101107
Commercial Bulk Recycling Bin - 4.5m ³		\$1,397.50	N	OOS	1101107
Commercial General Waste 240lt (No Recycling)		\$344.00	N	OOS	1101107

Council Resolution

Price/Harding

PART D – OTHER STATUTORY FEES FOR 2022/2023

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Commercial Premises

- Privately Owned Bulk Recycling Bin collection (3.0m³) **\$1,127.50pa**
- Privately Owned Bulk Recycling Bin collection (4.5m³) **\$1,397.50pa**
- 240ltr bin per service Commercial General Waste (no recycling) **\$344.00pa**

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		GST Incl	Y/N	Code	Account
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New/Replacement Bins		\$105.00	Y	GST	1101111

Kerbside Rubbish Collection		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
240lt General Waste & 240lt Recycling pickup		\$464.50	N	OOS	1101105
Commercial Bulk Recycling Bin - 3.0m3		\$1,127.50	N	OOS	1101107
Commercial Bulk Recycling Bin - 4.5m3		\$1,397.50	N	OOS	1101107
Commercial General Waste 240lt (No Recycling)		\$344.00	N	OOS	1101107

**Carried by Absolute Majority 8/0
Resolution 23/23**

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART E – MATERIAL VARIANCE REPORTING FOR 2022/2023

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2022/2023 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

Council Resolution

Major/Carne

PART E – MATERIAL VARIANCE REPORTING FOR 2022/2023

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2022/2023 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

**Carried by Absolute Majority 8/0
Resolution 24/23**



SHIRE OF WILLIAMS



ADOPTED BUDGET 2022-2023

Adopted 17th August 2022



SHIRE OF WILLIAMS

ANNUAL BUDGET

FOR THE YEAR ENDED 30 JUNE 2023

LOCAL GOVERNMENT ACT 1995

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SHIRE'S VISION

Williams is an independent, growing and vibrant community, achieved by maintaining a balanced and caring approach to its people, economy and environment.

SHIRE OF WILLIAMS
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
Revenue				
Rates	2(a)	2,133,087	2,032,126	2,028,852
Operating grants, subsidies and contributions	10	461,514	1,490,686	602,021
Fees and charges	14	969,800	992,325	997,669
Interest earnings	11(a)	10,500	17,539	13,236
Other revenue	11(b)	63,428	62,198	55,350
		3,638,329	4,594,874	3,697,128
Expenses				
Employee costs		(1,820,803)	(1,746,189)	(1,733,928)
Materials and contracts		(854,016)	(626,054)	(830,824)
Utility charges		(190,061)	(180,331)	(202,300)
Depreciation on non-current assets	6	(1,264,609)	(1,275,082)	(1,264,609)
Interest expenses	11(d)	(21,502)	(33,337)	(30,971)
Insurance expenses		(149,166)	(142,552)	(136,416)
Other expenditure		(65,100)	(16,476)	(15,100)
		(4,365,257)	(4,020,021)	(4,214,148)
		(726,928)	574,853	(517,020)
Non-operating grants, subsidies and contributions	10	1,524,541	925,760	953,493
Profit on asset disposals	5(b)	1,003	100,262	0
Loss on asset disposals	5(b)	(5,332)	0	(33,625)
		1,520,212	1,026,022	919,868
Net result for the period		793,284	1,600,875	402,848
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus		0	0	0
Total other comprehensive income for the period		0	0	0
Total comprehensive income for the period		793,284	1,600,875	402,848

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF WILLIAMS
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		2,133,087	2,045,886	2,030,852
Operating grants, subsidies and contributions		(98,899)	1,935,701	566,120
Fees and charges		969,800	992,325	997,669
Interest received		10,500	17,539	13,236
Goods and services tax received		0	0	126,782
Other revenue		63,428	62,198	55,350
		3,077,916	5,053,649	3,790,009
Payments				
Employee costs		(1,820,803)	(1,776,235)	(1,763,928)
Materials and contracts		(854,016)	(733,775)	(525,033)
Utility charges		(190,061)	(180,331)	(202,300)
Interest expenses		(21,502)	(33,337)	(30,971)
Insurance paid		(149,166)	(142,552)	(136,416)
Goods and services tax paid		0	0	(314,063)
Other expenditure		(65,100)	(16,476)	(15,100)
		(3,100,648)	(2,882,706)	(2,987,811)
Net cash provided by (used in) operating activities	4	(22,732)	2,170,943	802,198
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for financial assets at amortised cost - self supporting loans	7	0	200,000	(200,000)
Payments for purchase of property, plant & equipment	5(a)	(1,032,980)	(692,955)	(717,483)
Payments for construction of infrastructure	5(a)	(1,742,941)	(1,504,998)	(1,694,709)
Non-operating grants, subsidies and contributions		1,524,541	925,760	826,375
Proceeds from sale of property, plant and equipment	5(b)	104,500	681,989	136,000
Proceeds on financial assets at amortised cost - self supporting loans		17,107	(292,977)	307,023
Proceeds on disposal of financial assets at fair value through profit and loss		0	(2,997)	
Net cash provided by (used in) investing activities		(1,129,773)	(686,178)	(1,342,794)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(73,675)	(310,868)	(195,514)
Proceeds from new borrowings	7(a)	0	200,000	200,000
Net cash provided by (used in) financing activities		(73,675)	(110,868)	4,486
Net increase (decrease) in cash held		(1,226,180)	1,373,897	(536,110)
Cash at beginning of year		2,983,406	1,609,509	1,609,486
Cash and cash equivalents at the end of the year	4	1,757,226	2,983,406	1,073,376

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF WILLIAMS
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)				
	3	927,694	375,119	401,575
		927,694	375,119	401,575
Revenue from operating activities (excluding rates)				
Specified area and ex gratia rates	2(a)(ii)	38,224	37,530	37,533
Operating grants, subsidies and contributions	10	461,514	1,490,686	602,021
Fees and charges	14	969,800	992,325	997,669
Interest earnings	11(a)	10,500	17,539	13,236
Other revenue	11(b)	63,428	62,198	55,350
Profit on asset disposals	5(b)	1,003	100,262	0
		1,544,469	2,700,540	1,705,809
Expenditure from operating activities				
Employee costs		(1,820,803)	(1,746,189)	(1,733,928)
Materials and contracts		(854,016)	(626,054)	(830,824)
Utility charges		(190,061)	(180,331)	(202,300)
Depreciation on non-current assets	6	(1,264,609)	(1,275,082)	(1,264,609)
Interest expenses	11(d)	(21,502)	(33,337)	(30,971)
Insurance expenses		(149,166)	(142,552)	(136,416)
Other expenditure		(65,100)	(16,476)	(15,100)
Loss on asset disposals	5(b)	(5,332)	0	(33,625)
		(4,370,589)	(4,020,021)	(4,247,773)
Non-cash amounts excluded from operating activities	3(b)	1,268,938	1,171,108	1,303,362
Amount attributable to operating activities		(629,488)	226,746	(837,027)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	10	1,524,541	925,760	953,493
Payments for property, plant and equipment	5(a)	(1,032,980)	(692,955)	(717,483)
Payments for construction of infrastructure	5(a)	(1,742,941)	(1,504,998)	(1,694,709)
Payments for financial assets at amortised cost - self supporting loans	7(a)	0	200,000	0
Proceeds from disposal of assets	5(b)	104,500	681,989	136,000
Proceeds from financial assets at amortised cost - self supporting loans		17,107	(292,977)	107,023
Proceeds on disposal of financial assets at fair value through profit and loss		0	(2,997)	0
Amount attributable to investing activities		(1,129,773)	(686,178)	(1,215,676)
Amount attributable to investing activities		(1,129,773)	(686,178)	(1,215,676)
FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(73,675)	(310,868)	(195,514)
Proceeds from new borrowings	7(b)	0	200,000	200,000
Transfers to cash backed reserves (restricted assets)	8(a)	(336,927)	(501,086)	(180,057)
Transfers from cash backed reserves (restricted assets)	8(a)	75,000	4,485	236,955
Amount attributable to financing activities		(335,602)	(607,469)	61,384
Budgeted deficiency before general rates		(2,094,863)	(1,066,901)	(1,991,319)
Estimated amount to be raised from general rates	2(a)	2,094,863	1,994,596	1,991,319
Net current assets at end of financial year - surplus/(deficit)	3	0	927,695	0

This statement is to be read in conjunction with the accompanying notes.

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SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

1 (a) BASIS OF PREPARATION

The annual budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget or required by legislation.

The local government reporting entity

All funds through which the Shire of Williams controls resources to carry on its functions have been included in the financial statements forming part of this annual budget.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to the annual budget.

2021/22 actual balances

Balances shown in this budget as 2021/22 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

Initial application of accounting standards

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- *AASB 2020-3 Amendments to Australian Accounting Standards* - Annual Improvements 2018-2020 and Other Amendments
- *AASB 2020-6 Amendments to Australian Accounting Standards* - Classification of Liabilities as Current or Non-current - Deferral of Effective Date

It is not expected these standards will have an impact on the annual budget.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- *AASB 2021-2 Amendments to Australian Accounting Standards* - Disclosure of Accounting Policies or Definition of Accounting Estimates
- *AASB 2021-6 Amendments to Australian Accounting Standards* - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards

It is not expected these standards will have an impact on the annual budget.

Judgements, estimates and assumptions

The preparation of the annual budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets

Rounding off figures

All figures shown in this statement are rounded to the nearest dollar.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

1 (b) KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the *Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

FEES AND CHARGES

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

1 (c) KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE

GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

LAW, ORDER, PUBLIC SAFETY

To provide services to ensure a safer community.

HEALTH

To provide an operational framework for good community health.

EDUCATION AND WELFARE

To provide a framework that enables community needs in these areas are met.

HOUSING

To help ensure the availability of adequate housing for the community needs.

COMMUNITY AMENITIES

Provision of amenities required by the community.

RECREATION AND CULTURE

To establish and manage efficiently all infrastructure and resources which will meet the recreational and cultural needs of the community.

TRANSPORT

To provide effective and efficient transport services to the community.

ECONOMIC SERVICES

Promotion of Williams and improvement of economic wellbeing of the district and its inhabitants.

OTHER PROPERTY AND SERVICES

Efficient utilisation of Council resources, plant repairs and operations, management of Williams Town Planning Scheme.

ACTIVITIES

Administration and operation of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.

Rates, general purpose government grants and interest revenue.

Supervision and enforcement of local laws, fire prevention and suppression activities and animal control.

Health inspection and advisory services, analytical services, mosquito control, collection agent for Williams St John Ambulance subscriptions and assist with providing medical services.

Provision and maintenance of premises for the Williams Community Resource Centre and Willi Wagtails Childcare Centre. Provide all administration services for both the Childcare Centre and Family Day Care Provider.

Management, administration and maintenance of Williams Community Homes, Sandalwood Court, Wandoo Cottages Jamtree Lane Units and New Street Units.

Refuse management, protection of the environment, maintenance of cemeteries and public conveniences.

Maintenance of halls, recreational facilities and reserves. Operation of Library and compilation and maintenance of local heritage register.

Construction and maintenance of streets, roads, bridges and and drainage. Cleaning and lighting of streets, depot maintenance and on-line agent for Department of Transport.

Tourism services, area promotion, implementation of building controls, provision of standpipe water, maintenance and management of Williams Stud Breeders pavilion.

Provision of private works to public, maintenance of Council plant, approvals and monitoring of town planning activities.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES

(a) Rating Information

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2022/23 Budgeted rate revenue	2022/23 Budgeted interim rates	2022/23 Budgeted back rates	2022/23 Budgeted total revenue	2021/22 Actual total revenue	2021/22 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$	\$
(i) Differential general rates or general rates										
GRV Residential		0.08000	143	1,814,920	145,194	1,000	0	146,194	144,459	143,395
GRV Industrial/Commercial		0.08000	22	1,099,066	87,925	0	0	87,925	80,008	80,008
UV Rural/Mining		0.00548	242	297,320,000	1,629,314	1,000	0	1,630,314	1,560,169	1,557,956
Sub-Total			407	300,233,986	1,862,433	2,000	0	1,864,433	1,784,636	1,781,359
Minimum										
Minimum payment										
		\$								
GRV Residential		790	146	660,099	115,340	0	0	115,340	106,400	106,400
GRV Industrial/Commercial		790	14	46,795	11,060	0	0	11,060	11,400	11,400
UV Rural/Mining		1,010	103	11,252,825	104,030	0	0	104,030	92,160	92,160
Sub-Total			263	11,959,719	230,430	0	0	230,430	209,960	209,960
								Total amount raised from general rates		
								2,094,863	1,994,596	1,991,319
(ii) Specified area and ex gratia rates										
Ex-gratia rates										
Ex - gratia rates								38,224	37,530	37,533
Total specified area and ex gratia rates								38,224	37,530	37,533
Total rates								2,133,087	2,032,126	2,028,852

All land (other than exempt land) in the Shire of Williams is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Williams.

The general rates detailed for the 2022/23 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

SHIRE OF WILLIAMS
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Single full payment	30/09/2022	0	0.0%	7.0%
Option two				
First instalment	30/09/2022	0	3.0%	7.0%
Second instalment	2/12/2022	10	3.0%	7.0%
Third instalment	3/02/2023	10	3.0%	7.0%
Fourth instalment	6/04/2023	10	3.0%	7.0%

	2022/23 Budget revenue	2021/22 Actual revenue	2021/22 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	3,000	2,970	3,500
Instalment plan interest earned	4,000	4,184	4,500
Unpaid rates and service charge interest earned	3,500	3,546	4,000
	10,500	10,700	12,000

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

3. NET CURRENT ASSETS

	Note	2022/23 Budget 30 June 2023	2021/22 Actual 30 June 2022	2021/22 Budget 30 June 2022
		\$	\$	\$
(a) Composition of estimated net current assets				
Current assets				
Cash and cash equivalents - unrestricted	4	251,583	1,179,277	383,161
Cash and cash equivalents - restricted	4	1,505,643	1,804,129	690,215
Financial assets at amortised cost - self supporting loans		17,693	17,107	0
Receivables		168,678	168,678	101,915
Inventories		30,748	30,748	17,160
		1,974,345	3,199,939	1,192,451
Less: current liabilities				
Trade and other payables		(161,958)	(161,958)	(221,977)
Contract liabilities		0	(560,413)	0
Long term borrowings	7	(75,989)	(73,675)	(109,450)
Employee provisions		(319,749)	(319,749)	(311,041)
		(557,696)	(1,115,795)	(642,468)
Net current assets		1,416,649	2,084,144	549,983
Less: Total adjustments to net current assets	3.(c)	(1,416,649)	(1,156,450)	(549,983)
Net current assets used in the Rate Setting Statement		0	927,694	0

3. NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32*.

Adjustments to operating activities

	Note	2022/23 Budget 30 June 2023	2021/22 Actual 30 June 2022	2021/22 Budget 30 June 2022
		\$	\$	\$
Less: Profit on asset disposals	5(b)	(1,003)	(100,262)	0
Add: Loss on disposal of assets	5(b)	5,332	0	33,625
Add: Depreciation on assets	6	1,264,609	1,275,082	1,264,609
Movement in non-current employee provisions		0	(8,754)	0
Movement in current employee provisions associated with restricted cash		0	5,042	5,128
Non cash amounts excluded from operating activities		1,268,938	1,171,108	1,303,362

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets

Less: Cash - restricted reserves	8	(1,505,643)	(1,243,716)	(690,215)
Less: Current assets not expected to be received at end of year				
- Current portion of self supporting loans receivable		(17,693)	(17,107)	0
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings		75,989	73,675	109,450
- Current portion of employee benefit provisions held in reserve		30,698	30,698	30,782
Total adjustments to net current assets		(1,416,649)	(1,156,450)	(549,983)

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

3 (d) NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Williams becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Superannuation

The Shire of Williams contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Williams contributes are defined contribution plans.

LAND HELD FOR RESALE

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

4. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	Note	2022/23 Budget	2021/22 Actual	2021/22 Budget
Cash at bank and on hand		\$ 1,757,226	\$ 2,983,406	\$ 1,073,376
Total cash and cash equivalents		1,757,226	2,983,406	1,073,376
Held as				
- Unrestricted cash and cash equivalents	3(a)	251,583	1,179,277	383,161
- Restricted cash and cash equivalents	3(a)	1,505,643	1,804,129	690,215
		1,757,226	2,983,406	1,073,376
Restrictions				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents		1,505,643	1,804,129	690,215
		1,505,643	1,804,129	690,215
The restricted assets are a result of the following specific purposes to which the assets may be used:				
Financially backed reserves	8	1,505,643	1,243,716	690,215
Contract liabilities		0	560,413	
		1,505,643	1,804,129	690,215
Reconciliation of net cash provided by operating activities to net result				
Net result		793,284	1,600,875	402,848
Depreciation	6	1,264,609	1,275,082	1,264,609
(Profit)/loss on sale of asset	5(b)	4,329	(100,262)	33,625
Share of profit or (loss) of associates accounted for using the equity method		0	0	0
(Increase)/decrease in receivables		0	20,996	88,397
(Increase)/decrease in inventories		0	(8,558)	5,030
Increase/(decrease) in payables		0	(99,163)	(13,302)
Increase/(decrease) in contract liabilities		(560,413)	437,779	(122,634)
Increase/(decrease) in employee provisions		0	(30,046)	(30,000)
Non-operating grants, subsidies and contributions		(1,524,541)	(925,760)	(826,375)
Net cash from operating activities		(22,732)	2,170,943	802,198

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

5. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program											2022/23 Budget total	2021/22 Actual total	2021/22 Budget total
	Governance	General purpose funding	Law, order, public safety	Health	Education and welfare	Housing	Community amenities	Recreation and culture	Transport	Economic services	Other property and services			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<u>Property, Plant and Equipment</u>														
Buildings - non-specialised						15,000						15,000	0	15,000
Buildings - specialised			24,000		30,000	483,280		55,900			53,800	646,980	180,896	169,483
Furniture and equipment												0	52,239	57,000
Plant and equipment					38,000				280,000		53,000	371,000	459,820	476,000
	0	0	24,000	0	68,000	498,280	0	55,900	280,000	0	106,800	1,032,980	692,955	717,483
<u>Infrastructure</u>														
Infrastructure - roads									1,487,841			1,487,841	1,057,339	1,033,510
Infrastructure - footpaths									123,200			123,200		
Infrastructure - drainage									90,000			90,000	0	30,000
Infrastructure - parks and ovals								41,900				41,900	447,659	631,199
	0	0	0	0	0	0	0	41,900	1,701,041	0	0	1,742,941	1,504,998	1,694,709
Total acquisitions	0	0	24,000	0	68,000	498,280	0	97,800	1,981,041	0	106,800	2,775,921	2,197,953	2,412,192

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

5. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2022/23 Budget Net Book Value	2022/23 Budget Sale Proceeds	2022/23 Budget Profit	2022/23 Budget Loss	2021/22 Actual Net Book Value	2021/22 Actual Sale Proceeds	2021/22 Actual Profit	2021/22 Actual Loss	2021/22 Budget Net Book Value	2021/22 Budget Sale Proceeds	2021/22 Budget Profit	2021/22 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Education and welfare	23,331	18,000	0	(5,331)		0	0	0		0	0	0
Recreation and culture		0	0	0		0	0	0	9,970	8,000	0	(1,970)
Transport	49,497	50,500	1,003	0	138,212	174,872	36,660	0	137,745	110,000	0	(27,745)
Economic services		0	0	0	424,430	480,000	55,570	0	21,910	21,910	0	0
Other property and services	36,001	36,000	0	(1)	19,085	27,117	8,032	0		(3,910)	0	(3,910)
	108,829	104,500	1,003	(5,332)	581,727	681,989	100,262	0	169,625	136,000	0	(33,625)
By Class												
<i>Property, Plant and Equipment</i>												
Land - vested in and under the control of council		0			50,000	50,000	0	0		0		
Buildings - non-specialised		0			374,430	430,000	55,570			0		
Plant and equipment	108,829	104,500	1,003	(5,332)	157,297	201,989	44,692	0	169,625	136,000	0	(33,625)
	108,829	104,500	1,003	(5,332)	581,727	681,989	100,262	0	169,625	136,000	0	(33,625)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

- Staff housing program
- Plant replacement program

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

6. ASSET DEPRECIATION

By Program

Law, order, public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

By Class

Buildings - non-specialised
Buildings - specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - drainage
Infrastructure - bridges
Infrastructure - parks and ovals

2022/23 Budget	2021/22 Actual	2021/22 Budget
\$	\$	\$
5,439	4,704	5,439
13,110	13,110	13,110
31,491	31,489	31,491
54,504	43,979	54,504
7,456	6,886	7,456
248,896	230,756	248,896
765,175	782,476	765,175
16,353	12,306	16,353
122,185	149,376	122,185
1,264,609	1,275,082	1,264,609
69,680		69,680
148,050	186,971	148,050
3,179	4,069	3,179
123,800	170,248	123,800
440,860	754,408	440,860
21,200	0	21,200
181,040	0	181,040
116,900	0	116,900
159,900	159,386	159,900
1,264,609	1,275,082	1,264,609

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Buildings - non-specialised	30 to 50 years
Buildings - specialised	50 to 80 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Infrastructure - roads	20 to 80 years
Infrastructure - footpaths	20 years
Infrastructure - drainage	80 years
Infrastructure - bridges	30 to 75 years
Infrastructure - parks and ovals	10 to 60 Years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

7. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget	2022/23	2022/23	Budget	2022/23	Actual Principal 1 July 2021	2021/22	2021/22	Actual	2021/22	Budget	2021/22	2021/22	Budget	2021/22	
				Principal 1 July 2022	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2023	Budget Interest Repayments		Actual New Loans	Actual Principal Repayments	Principal outstanding 30 June 2022	Actual Interest Repayments	Principal 1 July 2021	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2022	Budget Principal outstanding 30 June 2022	Budget Interest Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture																			
Mens Shed	71	WATC	7.20%	80,285	0	(19,856)	60,429	(540)	100,000	0	(19,715)	80,285	(681)	100,000	0	(19,715)	80,285	(681)	
Transport																			
Grader	67	WATC	3.42%	0	0	0	0	0	20,719	0	(20,719)	0	(354)	20,719	0	(20,719)	0	(354)	
Economic services																			
Industrial Shed	66	WATC	4.17%	0	0	0	0	0	128,210	0	(128,210)	0	(7,338)	128,210	0	(12,856)	115,354	(5,214)	
Industrial Shed	70	WATC	3.02%	149,353	0	(23,065)	126,289	(4,338)	171,737	0	(22,384)	149,353	(5,019)	171,737	0	(22,383)	149,354	(5,019)	
Other property and services																			
Industrial Land	65	WATC	6.37%	159,916	0	(13,647)	146,269	(9,973)	172,733	0	(12,818)	159,916	(10,802)	172,733	0	(12,818)	159,915	(10,802)	
				389,554	0	(56,568)	332,986	(14,851)	593,399	0	(203,845)	389,554	(24,194)	593,399	0	(88,491)	504,908	(22,070)	
Self Supporting Loans																			
Recreation and culture																			
Williams Bowling Club	69	WATC	3.15%	0	0	0	0	0	107,023	0	(107,023)	0	(9,143)	107,023	0	(107,023)	0	(8,901)	
Williams Bowling Club	72	WATC	3.40%	200,000	0	(17,107)	182,893	(6,651)	0	200,000	0	200,000	0	0	200,000	0	200,000	0	0
				200,000	0	(17,107)	182,893	(6,651)	107,023	200,000	(107,023)	200,000	(9,143)	107,023	200,000	(107,023)	200,000	(8,901)	
				589,554	0	(73,675)	515,879	(21,502)	700,422	200,000	(310,868)	589,554	(33,337)	700,422	200,000	(195,514)	704,908	(30,971)	

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.

The self supporting loan(s) repayment will be fully reimbursed.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

7. INFORMATION ON BORROWINGS

(b) New borrowings - 2022/23

The Shire does not intend to undertake any new borrowings for the year ended 30th June 2023

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30th June 2022 nor is it expected to have unspent borrowing funds as at 30th June 2023.

(d) Credit Facilities

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Undrawn borrowing facilities credit standby arrangements			
Bank overdraft limit	200,000	200,000	200,000
Bank overdraft at balance date			
Credit card limit	10,000	15,000	15,000
Credit card balance at balance date		2,021	
Total amount of credit unused	210,000	217,021	215,000
Loan facilities			
Loan facilities in use at balance date	515,879	589,554	704,908

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

8. RESERVE ACCOUNTS

(a) Reserve Accounts - Movement

	2022/23 Budget Opening Balance	2022/23 Budget Transfer to	2022/23 Budget Transfer (from)	2022/23 Budget Closing Balance	2021/22 Actual Opening Balance	2021/22 Actual Transfer to	2021/22 Actual Transfer (from)	2021/22 Actual Closing Balance	2021/22 Budget Opening Balance	2021/22 Budget Transfer to	2021/22 Budget Transfer (from)	2021/22 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Reserves cash backed - Leave reserve	30,698	5,031		35,729	25,654	5,044		30,698	25,654	5,128	0	30,782
(b) Reserves cash backed - Plant Replacement	165,078	50,165		215,243	156,451	8,627		165,078	156,451	44,782	(60,840)	140,393
(c) Reserves cash backed - Building	692,521	50,693		743,214	282,394	410,127		692,521	282,393	46,412	(65,000)	263,805
(d) Reserves cash backed - Recreation	125,132	10,125		135,257	119,928	5,204		125,132	119,927	10,600	(41,115)	89,412
(e) Reserves cash backed - Art Acquisition	4,334	1,004		5,338	8,819		(4,485)	4,334	8,819	544	(5,000)	4,363
(f) Reserves cash backed - Joint Venture Housing	125,699	15,126	(45,000)	95,825	115,502	10,197		125,699	115,502	10,578	(25,000)	101,080
(g) Reserves cash backed - Refuse Site	24,335	24		24,359	24,294	41		24,335	24,294	121	0	24,415
(h) Reserves cash backed - Community Chest	15,919	4,699		20,618	14,073	1,846		15,919	14,073	1,892	0	15,965
(i) Reserves cash backed - Childcare Services	60,000	150,060	(30,000)	180,060	0	60,000		60,000	0	60,000	(40,000)	20,000
(j) Reserves cash backed - Information Technology	0	50,000		50,000	0			0				0
	1,243,716	336,927	(75,000)	1,505,643	747,115	501,086	(4,485)	1,243,716	747,113	180,057	(236,955)	690,215

(b) Financially Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Reserves cash backed - Leave reserve	Ongoing	to be used to fund the annual and long service leave requirements.
(b) Reserves cash backed - Plant Replacement		to be used to fund purchase of plant items
(c) Reserves cash backed - Building		to be used for construction, refurbishments, acquisition of buildings and acquisition of land.
(d) Reserves cash backed - Recreation		to be used to finance capital improvements of existing recreation facilities and to fund acquisition of new recreation facilities.
(e) Reserves cash backed - Art Acquisition		to be used to purchase art pieces for the Williams Art Collection.
(f) Reserves cash backed - Joint Venture Housing		to be used to finance refurbishment and construction of joint venture housing.
(g) Reserves cash backed - Refuse Site	Ongoing	to be used for the re-development of waste facilities.
(h) Reserves cash backed - Community Chest	Ongoing	to be used to support community initiatives and projects.
(i) Reserves cash backed - Childcare Services		to be used to support childcare services.
(j) Reserves cash backed - Information Technology		to be used to support upgrade of information technology

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

9. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	Adopted by council annually	Applied fully on timing of landing/take-off	Not applicable	On landing/departure event
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

10. PROGRAM INFORMATION

Income and expenses	2022/23 Budget	2021/22 Actual	2021/22 Budget
Income excluding grants, subsidies and contributions	\$	\$	\$
Governance	1,000	0	1,001
General purpose funding	2,149,087	2,047,831	2,048,088
Law, order, public safety	2,000	4,753	6,100
Health	800	835	1,200
Education and welfare	437,202	442,062	384,668
Housing	200,197	196,437	192,540
Community amenities	214,830	208,713	211,630
Recreation and culture	68,553	59,995	51,673
Transport	19,143	55,298	18,050
Economic services	35,481	128,585	105,727
Other property and services	49,525	59,941	74,430
	3,177,818	3,204,450	3,095,107
Operating grants, subsidies and contributions			
Governance	9,348	18,044	0
General purpose funding	142,946	981,675	249,136
Law, order, public safety	48,479	38,049	31,348
Education and welfare	118,238	125,239	126,138
Housing	56,325	14,088	56,240
Community amenities	0	8,329	0
Recreation and culture	0	219,200	0
Transport	86,178	86,062	85,907
Economic services	0	0	53,252
	461,514	1,490,686	602,021
Non-operating grants, subsidies and contributions			
Governance	0	2,997	0
Law, order, public safety	0	37,985	0
Housing	386,494	0	0
Community amenities	0	0	10,000
Recreation and culture	40,600	52,273	77,272
Transport	1,097,447	788,381	866,221
Economic services	0	44,124	0
	1,524,541	925,760	953,493
Total Income	5,163,873	5,620,896	4,650,621
Expenses			
Governance	(236,468)	(211,366)	(209,500)
General purpose funding	(92,915)	(98,330)	(104,351)
Law, order, public safety	(112,966)	(96,249)	(105,827)
Health	(50,877)	(45,454)	(60,204)
Education and welfare	(514,855)	(457,823)	(521,951)
Housing	(212,052)	(195,548)	(196,367)
Community amenities	(345,721)	(315,857)	(339,478)
Recreation and culture	(873,547)	(832,765)	(824,927)
Transport	(1,692,246)	(1,542,819)	(1,518,286)
Economic services	(150,637)	(137,242)	(238,874)
Other property and services	(88,305)	(86,568)	(128,008)
Total expenses	(4,370,589)	(4,020,021)	(4,247,773)
Net result for the period	793,284	1,600,875	402,848

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

11. OTHER INFORMATION

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	2,000	1,274	3,736
- Other funds	1,000	1,078	1,000
- Self supporting loans		7,457	0
Other interest revenue (refer to Note 2(b))	7,500	7,730	8,500
	10,500	17,539	13,236
* The Shire has resolved to charge interest under section 6.13 for the late payment of any amount of money at 7%.			
(b) Other revenue			
Reimbursements and recoveries	63,428	62,198	55,350
	63,428	62,198	55,350
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	22,400	19,400	18,000
	22,400	19,400	18,000
(d) Interest expenses (finance costs)			
Borrowings (refer Note 7(a))	21,502	33,337	30,971
	21,502	33,337	30,971

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

12. ELECTED MEMBERS REMUNERATION

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Cr Logie			
President's allowance	4,840	4,700	4,698
Meeting attendance fees	4,520	4,391	3,850
Travel and accommodation expenses	20		20
	9,380	9,091	8,568
Cr Major			
Meeting attendance fees	1,960	1,714	1,900
Travel and accommodation expenses	150	143	150
	2,110	1,857	2,050
Cr Baker			
Meeting attendance fees	1,960	1,628	1,400
Travel and accommodation expenses	20		20
	1,980	1,628	1,420
Cr Carne			
Meeting attendance fees	1,960	2,018	1,800
Travel and accommodation expenses	400	397	300
	2,360	2,415	2,100
Cr Harding			
Meeting attendance fees	1,960	1,644	1,800
Travel and accommodation expenses	300	287	300
	2,260	1,931	2,100
Cr Medlen			
Meeting attendance fees		522	1,800
Travel and accommodation expenses		147	300
	0	669	2,100
Cr Panizza			
Meeting attendance fees	1,960	1,566	1,800
Travel and accommodation expenses	900	812	850
	2,860	2,378	2,650
Cr Price			
Meeting attendance fees	1,960	1,480	1,800
Travel and accommodation expenses	20		20
	1,980	1,480	1,820
Cr Watt			
Meeting attendance fees		296	1,800
Travel and accommodation expenses			20
	0	296	1,820
Cr Cowcher			
Meeting attendance fees	1,960	1,036	
Travel and accommodation expenses	500	388	
	2,460	1,424	0
Cr Macnamara			
Meeting attendance fees	1,960	896	
Travel and accommodation expenses	400	195	
	2,360	1,091	0
Total Elected Member Remuneration	27,750	24,260	24,628
President's allowance	4,840	4,700	4,698
Meeting attendance fees	20,200	17,191	17,950
Travel and accommodation expenses	2,710	2,369	1,980
	27,750	24,260	24,628

13. TRUST FUNDS

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Detail	Balance 30 June 2022	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2023
Public Open Space Contribution	\$ 20,000	\$	\$ (20,000)	\$ 0
	20,000	0	(20,000)	0

14. FEES AND CHARGES

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
By Program:			
General purpose funding	5,300	5,324	5,000
Law, order, public safety	1,600	1,670	2,800
Health	800	835	1,200
Education and welfare	437,202	441,937	382,668
Housing	199,697	193,459	191,040
Community amenities	213,830	189,272	209,930
Recreation and culture	35,920	43,145	37,774
Transport	18,140	18,635	18,050
Economic services	34,981	72,689	104,977
Other property and services	22,330	25,359	44,230
	969,800	992,325	997,669

The subsequent pages detail the fees and charges proposed to be imposed by the local government.

SUPPLEMENTARY INFORMATION - ACQUISITION OF ASSETS

	Expenditure	Financing				Held in Contract Liabilities as at 30 June 2022
		Grants and Contributions	Sale Proceeds / Borrowings	Reserves	General Revenue	
Land and Buildings						
Archive Room C/Fwd 2021/22	30,000			30,000	-	
Sandalwood Court Fencing C/Fwd 2021/22	25,000			25,000	-	
Single Person Units Carport C/Fwd 2021/22	20,000			20,000	-	
Childcare Centre Foyer C/Fwd 2021/22	30,000			30,000	-	
Community Housing Refurbishment	15,000			15,000	-	
Sandalwood Unit Refurbishment	416,280	* 386,494			29,786	* 193,247
Water Tank - Ram Shed	24,000				24,000	
Ram Shed Lighting Upgrade	8,000				8,000	
Office & Hall Painting	23,800			23,800	-	
8 Fry Street	16,000			16,000	-	
18 Richardson Street	6,000			6,000	-	
Arts & Crafts Building Upgrade	17,000			17,000	-	
Men's Shed Solar Power	30,900	20,600			10,300	
	661,980	407,094	-	182,800	72,086	
FURNITURE AND EQUIPMENT						
	-	-	-	-	-	
Plant and Equipment						
Isuzu MU-X SUV	53,000		36,000		17,000	
Mazda CX-5	38,000		18,000		20,000	
Kubota Skid Steer Loader	80,000		25,000		55,000	
Ride-on Mower	85,000		10,000		75,000	
Side by Side Utility Vehicle	25,000		500		24,500	
Crew Cab Truck	80,000		15,000		65,000	
Minor Plant	10,000		-		10,000	
	371,000	-	104,500	-	266,500	
Infrastructure - Roads & Drainage						
Road Project Grant - Quindanning Darkan Road	298,770	199,180			99,590	
Road Project Grant - Congelin Narrogin Road	163,281	108,854			54,427	
Clayton Road C/Fwd RTR 2021/22	41,274				41,274	
York Williams Road C/Fwd RTR 2021/22	66,724				66,724	
RTR - Clayton Road	25,000	25,000			-	
RTR - Dardadine Road	171,112	171,112			-	
LRCI (Phase 3) - York Williams Road	518,880	* 465,858			53,022	* 349,394
Mundays Road	90,000				90,000	
Mundays Road	56,340				56,340	
Hurley Road	67,340				67,340	
Cemetery Road	31,515				31,515	
Mandiaking Road	12,805				12,805	
Narrakine Road	34,800				34,800	
	1,577,841	970,004	-	-	607,837	
Infrastructure - Parks and Gardens						
Brooking Street Townscape (LRCI Phase 1 C/Fwd 2020/21 & 2021/22)		23,293			-	23,293
Brooking Street Townscape (LRCI Phase 2)	30,000	54,550			-	24,550
Playground Recreation Centre	6,900					6,900
Synthetic Bowling Green (Final Installment)	5,000					5,000
	41,900	77,843	-	-	-	35,943
Infrastructure - Footpaths						
Williams Narrogin Road & Richmond Street	99,200	49,600				49,600
Rosselloty Street	24,000					24,000
	123,200	49,600	-	-	-	73,600
Total	2,775,921	1,504,541	104,500	182,800	984,080	



SHIRE OF WILLIAMS

FEES and CHARGES 2022/23

Transfer Station Charges (Site opens 10am to 3pm Wed, Sat & Sun)		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
General Waste					
General Household Waste	Cars, utes, trailers 1.8m x 1.2m x 0.5 (or 1 m ³)	\$33.00	Y	GST	1101111
General Household Waste	1 x 240L Bin	\$17.00	Y	GST	1101111
Furniture and E-waste	per item	\$12.00	Y	GST	1101111
Uncontaminated Garden Waste - Ute or trailer	Gardeining Contractos only	\$15.00	Y	GST	1101111
Uncontaminated Garden Waste - Truck 3 tonnes or more		\$22.00	Y	GST	1101111
Vehicle Body - Car belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Car by non ratepayer		\$418.50	Y	GST	1101111
Vehicle Body - Truck belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Truck by non ratepayer		\$831.50	Y	GST	1101111
Tyres - Small (car etc.)	each	\$12.00	Y	GST	1101111
Tyres - Small truck	each	\$16.00	Y	GST	1101111
Tyres - Large truck or tractor	each	\$25.00	Y	GST	1101111
Building rubble	per m ³	\$36.00	Y	GST	1101111
Rural Household Pass (unlimited household waste)		\$320.00	Y	GST	1101111
Scrap metal and batteries from ratepayer		FREE	Y	GST	1101111
New/Replacement Bins		\$105.00	Y	GST	1101111

Kerbside Rubbish Collection		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
240lt General Waste & 240lt Recycling pickup		\$464.50	N	OOS	1101105
Commercial Bulk Recycling Bin - 3.0m ³		\$1,127.50	N	OOS	1101107
Commercial Bulk Recycling Bin - 4.5m ³		\$1,397.50	N	OOS	1101107
Commercial General Waste 240lt (No Recycling)		\$344.00	N	OOS	1101107

Private Works		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
<i>Charges are for normal working hours (Monday – Friday 7am – 4pm) Outside normal working hours will incur overtime rates on the labour component.</i>					
Plant (Including Operator) cost per hour					
Truck (6 wheel)		\$161.00	Y	GST	1141005
Truck (6 wheel) + pig trailer		\$174.00	Y	GST	1141005
Prime Mover/Tipper		\$174.00	Y	GST	1141005
Isuzu Tri-tipper		\$99.00	Y	GST	1141005
Case Loader		\$161.00	Y	GST	1141005
Volvo EC210 Excavator		\$196.00	Y	GST	1141005
Cat 12M Grader		\$190.00	Y	GST	1141005
JCB Backhoe		\$161.00	Y	GST	1141005
Vibromax Roller		\$147.00	Y	GST	1141005
Multi-tyred Roller		\$128.50	Y	GST	1141005
Skid Steer		\$103.50	Y	GST	1141005
Road Broom		\$61.00	Y	GST	1141005
Labour or Operator (Normal Hours)		\$74.50	Y	GST	1141005
<i>* Large jobs where economies of scale are reached will be quoted on a daily rate.</i>					

Equipment Hire		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Equipment (No Operator)					
Wacker Packer	per day	\$72.50	Y	GST	1141005
Concrete Mixer	per day	\$72.50	Y	GST	1141005
Jack Hammer	per day	\$72.50	Y	GST	1141005
Post Hole Digger	per day	\$72.50	Y	GST	1141005
PA System (Private hire)	per day	\$27.50	Y	GST	1141005



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

PA System (Local Clubs & School)	per day	FREE	Y	GST	1141005
SAM Trailer Bond - (private use only)	Bond (\$50)	\$50.00	Y	GST	1141005
Popcorn Machine	Bond (\$100)	\$50.00	Y	GST	1141005
SAM Trailer is free to other Shires or Police if used for road safety messages					

Materials		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Materials (2nds if available are half price) (1 load = 8m ³)					
Gravel	per m ³ , vehicle charges extra	\$6.00	Y	GST	1141010
Aggregate	per m ³ , vehicle charges extra	\$75.00	Y	GST	1141010
Premix	per m ³ , vehicle charges extra	\$369.00	Y	GST	1141010
Grader Blades	each	\$13.00	Y	GST	1144020
Woodchips / trailer or ute load (If available)	per ute/trailer	\$25.00	Y	GST	1141010
Standpipe water	Swipe Card	\$20.00	Y	GST	1135100
Standpipe water	per kilolitre (=1,000 litres)	\$6.50	N	FRE	1135100
Water delivered (properties within the Shire)	per load (approx. 9,000 litres)	\$312.00	Y	GST	1141005
* Large material quantities where economies of scale are reached are quoted at a bulk rate.					

Cemetery		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
<i>On application for an order for burial the following fees shall be paid in advance:</i>					
For interment in a grave 1.8 metres deep		\$670.00	Y	GST	1105043
Interment of ashes in grave		\$258.00	Y	GST	1105043
For 'Grant of Right of Burial' (Plot or Niche)		\$96.00	Y	GST	1105043
Transfer of 'Grants of Exclusive Right of Burial'		\$53.50	N	OOS	1105043
Reopening of ordinary grave		\$502.50	Y	GST	1105043
<i>(Additional charges if applicable as provided in clause 36 Local Law)</i>					
Permit to erect a headstone / monument or kerbing		\$53.50	N	OOS	1105043
Funeral Directors - Annual License		\$96.00	N	OOS	1105043
Funeral Directors - Single Funeral Permit		\$53.50	N	OOS	1105043
Brick Niche Wall - Single Compartment		\$58.00	Y	GST	1105043
Brick Niche Wall - Double Compartment		\$94.00	Y	GST	1105043
Granite Niche Wall - Single Compartment		\$255.00	Y	GST	1105043
Granite Niche Wall - Double Compartment		\$510.00	Y	GST	1105043
Charges are for normal working hours (Monday to Friday). Additional charges may apply to interment if conducted outside normal working hours.					

Pet Control		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Dog Registration		As per Dog Act	N	OOS	1052150
Cat Registration		As per Cat Act	N	OOS	1052152
Seizure and impounding of a dog/cat		\$49.00	N	OOS	1052151
Maintenance of a dog/cat in a pound	per day or part thereof	\$17.00	N	OOS	1052151

Administration		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Photocopies - 1 side A4 & A3	per page	\$0.50	Y	GST	1135115
Photocopies - 2 side A4 & A3	per page	\$0.50	Y	GST	1135115
Rate Enquiry (including orders and requisitions)		\$71.00	N	OOS	1031030
Electoral Roll - Printed		\$53.50	N	OOS	1043020
Electoral Roll - Email		\$20.00	N	OOS	1043020
Rate Book - Printed		\$65.00	N	OOS	1043020
Rate Book - Emailed		\$20.00	N	OOS	1043020
Rate Notice Reprint	per notice	\$6.00	N	OOS	1043020
Council minutes - Printed		\$16.50	N	OOS	1043020
Shire of Williams Shopping Bag		\$1.50	Y	GST	1032010
History Book (Cowan)		\$16.00	Y	GST	1115070
History Book (Rose)		\$40.00	Y	GST	1115070



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Childcare Centre		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Full Day (7.30am-5:30pm or part thereof)		\$105.00	N	FRE	I061020
Half Day (morning 7.30am-12:30pm OR afternoon 12.30pm-5:30pm or part thereof)		\$65.00	N	FRE	I061020
Hourly fee (includes before and after school care)		\$25.00	N	FRE	I061020
Late Fee - per minute per child - No CCS applied		\$2.50	N	FRE	I061020
Vacation care (Full Day)		\$110.00	N	FRE	I061020
Notice Periods and Charges					
1 week's notice for occasional absence	No fee charged				
Less than 1 week's notice for occasional absence	50% fee charged				
After 4pm prior to next booked session of care	Full fee charged				
Parent/Guardians with work rosters wishing to hold a permanent booking	Per booked session	\$10.50		FRE	I061020

Family Day Care		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Family Day Care - Admin Levy (per child per hour)		\$1.35	N	FRE	I060105
Family Day Care - Educator Annual Membership (per service pro-rata 1 July to 30 June)		\$200.00	N	FRE	I060110
Family Day Care - Establishment Fee (per service)		\$50.00	N	FRE	I060115

Swimming Pool		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Daily - Child Entry	5 to 17 years - children under 5 free	\$3.00	Y	GST	I112010
Daily - Adult Entry		\$5.00	Y	GST	I112010
Spectator Entry		\$2.00	Y	GST	I112010
Daily - Family Entry		\$13.00	Y	GST	I112010
Season - Child Pass	5 to 17 years - children under 5 free	\$68.00	Y	GST	I112010
Season - Adult Pass		\$115.00	Y	GST	I112010
Season - Family Pass		\$260.50	Y	GST	I112010
School Carnivals - Williams Primary School Only		Free Entry	Y	GST	I112010
Coffee Machine Hire to Football Club	per season	\$653.50	Y	GST	I112012

Live Local Love Local - Merchandise		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Coffee Cup	each	\$18.00	Y	GST	I132030
Coffee Cup Deal	for 2 (two)	\$30.00	Y	GST	I132030
Zircon Drink Bottle	each	\$25.00	Y	GST	I132030
Zircon Drink Bottle Deal	for 2 (two)	\$40.00	Y	GST	I132030
Bottle Buddy	each	\$5.00	Y	GST	I132030

Housing		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Address	Occupant				
8 Fry St	Works Supervisor	\$135.00	N	INP	I121063
Recreation Reserve	Gardener	\$115.00	N	INP	I113020
18 Richardson St	Plant Operator	\$135.00	N	INP	I121063
6 Richardson St	Private	\$390.00	N	INP	I092190
6 Munthoola Rd	Administration Officer	\$195.00	N	INP	I092190

Housing		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Sandalwood Court - Minimum	Applicable to concession holders only	\$137.00	N	INP	I091XXX
Sandalwood Court - Maximum		\$181.00	N	INP	I091XXX
Wandoo Cottages - Minimum	Applicable to concession holders only	\$137.00	N	INP	I091XXX



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Wandoo Cottages - Maximum		\$180.00	N	INP	I091XXX
Community Homes - Minimum	<i>Applicable to concession holders only</i>	\$93.00	N	INP	I092XXX
Community Homes - Maximum		\$107.00	N	INP	I092XXX
Community Homes - Short Term Monthly Tenancy		\$155.00	N	INP	
Unit 17 and 19 New St Units		\$255.00	N	INP	I092XXX
Jamtree Lane	<i>Subject to NRAS requirements and as amended 1 February</i>	\$176.00	N	INP	I092XXX

Hall		\$ GST Incl	GST Y/N	GST Code	Charge Account
<u>Main Hall</u>					
Function/Passing Shows		\$464.00	Y	GST	I111005
Local Community Function		\$219.00	Y	GST	I111005
Meeting		\$147.50	Y	GST	I111005
Rehearsals/Setup		\$30.50	Y	GST	I111005
Indoor Sports / Instructional Classes	<i>season (6 month period) - 2 per week</i>	\$318.50	Y	GST	I111005
Indoor Sports / Instructional Classes	<i>monthly - 2 per week</i>	\$103.50	Y	GST	I111005
Indoor Sports / Instructional Classes	<i>single hire</i>	\$38.00	Y	GST	I111005



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Hall					
RSL Hall					
Function - Private/Business		\$207.50	Y	GST	1111005
Function - Local Community Organisations		\$147.50	Y	GST	1111005
Meeting - Private/Business		\$111.00	Y	GST	1111005
Meeting - Local Community Organisations		\$48.00	Y	GST	1111005
Rehearsals/Setup		\$30.50	Y	GST	1111005
Indoor Sports / Instructional Classes	season (6 month period) - 2 per week	\$318.50	Y	GST	1111005
Indoor Sports / Instructional Classes	monthly - 2 per week	\$103.50	Y	GST	1111005
Indoor Sports / Instructional Classes	single hire	\$38.00	Y	GST	1111005
Kitchen					
Major (Full use of equipment)		\$106.50	Y	GST	1111005
Minor (Crockery, cutlery, microwave, urns and fridge)		\$30.00	Y	GST	1111005
Extra Cleaning of RSL Halls/Main Hall		\$74.50	Y	GST	1111005
Other Hire					
Chairs	each per day	\$2.50	Y	GST	1111015
Trestles (wooden ones only)	each per day	\$10.00	Y	GST	1111015
Crockery*	each per day	\$0.30	Y	GST	1111015
Cutlery*	each per day	\$0.10	Y	GST	1111015
Urn	per day	\$16.00	Y	GST	1111015

Pavilion - LOCAL Sporting Clubs/Community Organisations					
		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
LOCAL Sporting Clubs/Community Organisations					
Meeting		\$68.00	Y	GST	1113010
Function		\$206.50	Y	GST	1113010
Kitchen	Major (Meals preparation)	\$106.50	Y	GST	1113010
Kitchen & BBQ	Minor (Re-heating only)	\$30.00	Y	GST	1113010
Outside Bar (including toilets, BBQ)		\$61.00	Y	GST	1113010

Pavilion - Private Hire					
		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Private Hire					
Meeting		\$147.50	Y	GST	1113010
Function		\$423.00	Y	GST	1113010
Kitchen	Major (Meals preparation)	\$106.50	Y	GST	1113010
Kitchen & BBQ	Minor (Re-heating only)	\$30.00	Y	GST	1113010
Outside Bar (including toilets, BBQ)		\$89.50	Y	GST	1113010
Williams Football Club Season (no charge for club functions)		\$1,294.00	Y	GST	1113010
Extra Cleaning of Halls/Pavilion	per hour or part thereof	\$74.50	Y	GST	1113010

Recreation Ground					
		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
All annual club fees include all club use of facilities, i.e. windups, presentations etc.					
Single Use of Tennis Court	(check availability against Club fixtures/Diary)	\$15.50	Y	GST	1113015
Bowling Club		\$550.50	Y	GST	1113015
Campdraft		\$550.50	Y	GST	1113015
Cricket Club		\$550.50	Y	GST	1113015
Football Club		\$1,391.50	Y	GST	1113015
Gateway Expo		\$550.50	Y	GST	1113015
Hockey Club		\$550.50	Y	GST	1113015
Netball Club		\$276.00	Y	GST	1113015
Basket Ball Club		\$160.00	Y	GST	1113015
Tennis Club		\$550.50	Y	GST	1113015



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Trotting Club (per meeting)		\$160.00	Y	GST	I113015
Oval / Cricket pitch hire, per use (includes toilets)		\$160.00	Y	GST	I113015
Oval / Cricket pitch hire with Change rooms per day or p/t		\$219.00	Y	GST	I113015
Changerooms		\$133.00	Y	GST	I113015
(Split billing to Pavilion & Reserve. No charge for Stud Breeders.)					
Golf Club Mowing	per hour	\$54.00	Y	GST	I113015

Resource Centre		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Williams CRC	per week	\$266.38	Y	GST	I062020

Arts & Craft Centre		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Bushbrothers Op Shop	Per annum	\$518.50	Y	GST	I115075
Williams Arts and Craft Centre	Single hire half day	\$10.00	Y	GST	I115075
	Single hire full day	\$20.00	Y	GST	I115075

Health Local Laws		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Lodging Houses		\$329.00	N	OOS	I073010
Itinerant Vendors	mobile street sales	\$278.50	N	OOS	I071005
Annual Caravan Park Licence		\$213.00	N	OOS	I133007
Annual Food Vendors Licence - trading in a Public Place	1 visit per week	\$300.00	N	OOS	I071005
Annual Food Vendors Licence - trading in a Public Place	2 visits per week	\$500.00	N	OOS	I071005
Annual Food Vendors Licence - trading in a Public Place	3 or more visits per week	\$800.00	N	OOS	I071005
Occasional Food Vendor Licence	Daily permit	\$25.00	N	OOS	I071005
Cattery		\$278.50	N	OOS	I073010
Offensive Trade		\$278.50	N	OOS	I073010

Building		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Building Application - Class 1 & 10 (Certified)	(minimum fee \$110)	0.19% Cost of Construction	N	OOS	I133005
Building Application - Class 1 & 10 (Uncertified)	(minimum fee \$110)	0.32% Cost of Construction	N	OOS	I133005
Building Application - Class 2 to 9 (Certified)	(minimum fee \$110)	0.09% Cost of Construction	N	OOS	I133005
Building Application - Class 2 to 9 (Uncertified)	(minimum fee \$110)	0.32% Cost of Construction	N	OOS	I133005
Building Permit (BSL fee) - (Work value under \$45,000 or less)		\$61.65	N	OOS	L01255
Building Permit (BSL fee) - (Work value over \$45,000)		0.137% of Work Value	N	OOS	L01255
Demolition Application (per storey)	Demolition Application (per storey)	\$110.00	N	OOS	I133005
Demolition Permit (BSL fee) (Work value \$45,000 or less)		\$61.65	N	OOS	L01255
Demolition Permit (BSL fee) (Work value over \$45,000)		0.137% of Work Value	N	OOS	L01255

All fees are in line with fees prescribed under the *WA Building Regulations 2012*.

Any fees that are not listed above are as per *WA Building Regulations 2012*.

BCITF - For buildings over \$20,000		0.20% Cost of Construction	N	OOS	L01250
Septic Tank Application & Inspection		\$236.00	N	OOS	I133006
Kerb/Footpath Bond		\$604.00	N	OOS	TRUST



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Planning and Development		\$ GST Incl	GST Y/N	GST Code	Charge Account
Development Applications (excluding Extractive Industry)					
(a) Not more than \$50,000		\$147.00	N	OOS	1147010
(b) More than \$50,000 but less than \$500,000		0.32%	N	OOS	1147010
(c) More than \$500,000 but less than \$2.5m		\$1,700 + 0.257% for every \$1 in excess of \$500,000	N	OOS	1147010
(d) More than \$2.5m but less than \$5m		\$7,161 + 0.206% for every \$1 in excess of \$2.5m	N	OOS	1147010
(e) More than \$5m but less than \$21.5m		\$12,633 + 0.123% for every \$1 in excess of \$5m	N	OOS	1147010
(f) More than \$21.5m		\$34,196.00			

Planning and Development		\$ GST Incl	GST Y/N	GST Code	Charge Account
Development Applications for Extractive Industry					
Development application - new		\$739.00	N	OOS	1147010
Development application - commenced or carried out		\$1,478.00	N	OOS	1147010
Subdivision/Strata Clearance Fees					
(a) Not more than 5 lots	per lot	\$73.00	N	OOS	1147010
(b) More than 5 lots but less than 195 lots	per lot over 5	\$35.00	N	OOS	1147010
(c) More than 195 lots		\$7,393.00	N	OOS	1147010
Home Occupation Licence					
Initial Application		\$222.00	N	OOS	1147010
Initial Application where home occupation has commenced		\$444.00	N	OOS	1147010
Annual Renewal		\$73.00	N	OOS	1147010
All fees are in line with fees prescribed under the WA Planning Development Regulations 2009. Any fees that are not listed above are as per WA Planning and Development Regulations 2009.					
Town Planning Scheme Amendments					
Payment of an initial \$3000.00 fee for all scheme amendment requests prior to referral of a report to Council.					
All fees to be based on the maximum rate of \$88.00 per hour to be charged for 'Shire Planner' for all planning assessment work completed by the The Planning consultant is to keep records of all costs associated with the processing of a scheme amendment (including time spent by administrative officers) and co-ordinate the issue of invoices once the initial \$3000.00 is utilised					

8.2.5 Use of Common Seal and Actions Performed Under Delegated Authority

File Reference	4.50.60
Statutory Ref.	Sections 5.42 and 9.49A <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 12 August 2022
Attachments	Nil

Background

The purpose of this Agenda Item is to report to Council for endorsement, the use of the Common Seal and actions performed under delegated authority requiring referral to Council.

There is a requirement under the *Local Government Act 1995* that the Delegations Register is reviewed annually by Council. A procedure included in the Delegations Register is to report to Council the activities or actions that have been performed under delegated authority. A report will be completed for Council at meetings that identifies: (1) use of the Common Seal, and (2) actions performed under the delegated authority requiring referral to Council as per the Delegations Register.

Comment

Actions performed under delegation during the preceding month is provided below:

- **Granting of Building Permits – Delegation 2.1.1**

Delegation - Powers to grant or refuse to grant a building permit under the *Building Act 2011*. The Council may delegate its powers or duties as a permit authority under provisions of this Act.

Action – Building Permit(s) issued for the Month of July 2022:

Permit Number	Owner	Address	Description
484	Stephanie Moore and Ben Cole	Lot 4 (9) Rosseloty Street	Carport

- **Payment from the Municipal or Trust Funds – Delegation 1.1.19**

Delegation - Authority to make payments from the municipal or trust funds with the authority limited to making payments subject to annual budget limitations.

Action - Payments from the Municipal Fund and Trust Fund are as per the payments listing attached to this Agenda.

- **Defer, Grant Discounts, Waive or Write Off Debts – Delegation 1.1.20**

Delegation - A concession may be granted where a fee or charge would normally be applied, and the event or activity is held by a charitable body, not-for-profit organisation or community group.

Action – The Chief Executive Officer waived a fee for use of the RSL Hall for the Seniors' Exercise Class on the 20 July 2022.

- **Power to Invest and Manage Investments – Delegation 1.1.21**

Delegation - Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose.

Action – The Chief Executive Officer approved a transfer of:

1. \$300,000.00 from the Cash Management Account to the Municipal Fund for the payment of creditors on the 28 July 2022.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- CL 2.2 Maintain accountability, transparency and financial responsibility.
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications

Fees are received for the issue of Building Permits.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of July 2022.

Council Resolution

Harding/Price

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of July 2022.

**Carried 8/0
Resolution 25/23**

9.0 Elected Members’ Motions of which Notice has been given

Nil

10.0 New Business of an Urgent Nature introduced by Decision of Meeting

10.1 Elected Members

Nil

10.2 Officers

The Chief Executive Officer sought Council approval to raise an additional item not included in the Meeting Agenda.

Council Resolution

Major/Panizza

That the late item, relating to an application for a Gate Permit on Hardie Road, be accepted for discussion.

**Carried 8/0
Resolution 26/22**

10.2.1 Gate Permit – Hardie Road

File Reference	5.24.30
Statutory Ref.	Schedule 9.1(5) <i>Local Government Act 1995</i> and Regulation 9 & 10 <i>Local Government (Uniform Local Provisions) Regulations 1996</i>
Author & Date	Geoff McKeown 15 August 2022
Attachments	Nil

Background

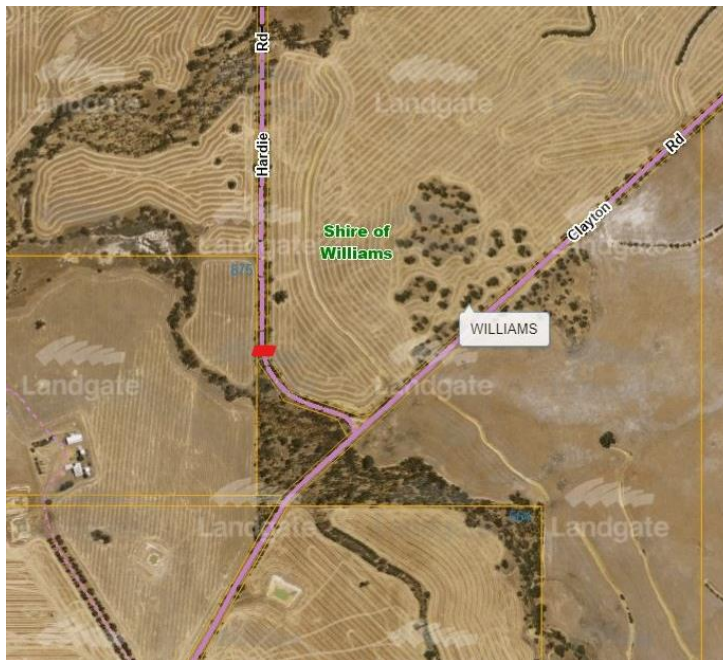
A request has been received from Denabling Grazing seeking approval to install a gate on Hardie Road. Correspondence from Barry Hardie follows:

“Further to our recent discussions, we would like to apply for a permit to install a gate on Hardie Road, with a possible No Through Road sign installed as well. The reasons behind the request are for farm security as the road is only utilised by ourselves as owners of property that this road currently accesses.

Please find attached photo with red marking of where such gate would be installed.

Please contact directly if further information is required.”

Following plan shows the proposed location of the gate marked in red:



Comment

Schedule 9.1(5) of the *Local Government Act 1995* gives power to a local government to grant approval for a gate to be placed across a road. The legislation states:

5. Gates across public thoroughfares

- (1) Regulations may be made under which a local government may authorise a person to have across a public thoroughfare that is under its control or management a gate or other device that enables motor traffic to pass and prevents the straying of livestock.
- (2) Regulations may include provisions for ensuring that a gate that has been placed across a public thoroughfare with the authority of a local government is not left open.

Regulations 9 and 10 of the *Local Government (Uniform Local Provisions) Regulations 1996* detail the process to be used by a local government to grant permission for a gate. It is primarily for the purpose of preventing the straying of livestock, but also acts as a practical deterrent for people who have no valid reason to use the road. It is a useful tool for property owners to control access to road reserves that are not part of the regular road network.

The wording in the regulations state:

9. Permission to have gate across public thoroughfare — Sch. 9.1 cl. 5(1)

- (1) A person may apply to the local government for permission to have across a public thoroughfare under the control or management of the local government a gate or other device that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.
- (2) The local government may, before dealing with the application, require the applicant to publish notice of the application in such manner as the local government thinks fit.
- (3) Permission granted by the local government under this regulation —
 - (a) must be in writing; and
 - (b) must specify the period for which it is granted; and
 - (c) must specify each condition imposed under subregulation (4); and
 - (d) may be renewed from time to time; and
 - (e) may be cancelled by giving written notice to the person to whom the permission was granted.

- (4) The local government may impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, conditions on the construction, placement and maintenance of the gate or other device across the public thoroughfare.
- (5) The local government may, when renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation takes effect when written notice of it is given to the person to whom the permission was granted.
- (6) The local government may at any time, by written notice given to the person to whom permission was granted under this regulation, cancel the permission and request the person responsible for the gate or other device to remove it within a time specified in the request.

10. Gate across thoroughfare not to be left open — Sch. 9.1 cl. 5(2)

A person who is responsible for a gate registered under regulation 9(8) must ensure that the gate is not left open.

Penalty: a fine of \$1,000.

Mr Hardie advised that Hardie Road is only used to provide access to his property. Further, that he has had stock stolen from paddocks with access to Hardie Road. Access through the gate will be possible for road maintenance by the Shire.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- LUE 4.1 Strive for high-quality, well-constructed and maintained local road network
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Council approves the issue of a permit to install a gate across Hardie Road in accordance with Schedule 9.1 (5) of the *Local Government Act 1995* and Regulations 9 and 10 of the *Local Government (Uniform Local Provisions) Regulations 1996*, subject to the following conditions:

- 1. the location of the gate is to the satisfaction of the Shire; and
- 2. reflective signage is installed on the gate to the satisfaction of the Shire.

Council Resolution

Major/Macnamara

That Council approves the issue of a permit to install a gate across Hardie Road in accordance with Schedule 9.1 (5) of the *Local Government Act 1995* and Regulations 9 and 10 of the *Local Government (Uniform Local Provisions) Regulations 1996*, subject to the following conditions:

- 1. the location of the gate is to the satisfaction of the Shire;
- 2. reflective signage is installed on the gate to the satisfaction of the Shire; and
- 3. the gate is not to be locked.

**Carried 8/0
Resolution 27/23**

11.0 Application for Leave of Absence

Nil

12.0 Closure of Meeting

There being no further business for discussion, the President, Cr Jarrad Logie, declared the Meeting closed at 5.55pm.